

THE TOWNSHIP OFFICIALS OF ILLINOIS

township

Perspective

April 2024

ANNUAL

TOWN MEETING

April 9, 2024

toi.org 

Volume 26 • Issue 3



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Township Officials of Illinois Volume 26 • Number 3



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Executive Director/Publishing Editor: Jerry B. Crabtree, jerry@toi.org
Director of Member Services: Brad Ruppert, brad@toi.org
Managing Editor: Kayla Jeffers, kayla@toi.org
Office Manager: Teresa Ruenger, teresa@toi.org.

The **Township Officials of Illinois**, organized in 1907, serves as a resource center for state and federal legislative agencies, as well as its member townships. The organization's attention to and involvement with the legislative process enables it to exert influence on behalf of its member units, as well as to report to them on decisions which affect their functioning.

In addition to offering information and guidance, **TOI** promotes and supports strong township government in the State of Illinois. To that end, it offers a series of continuing education programs designed to provide a sense of responsibility, assurance, dedication and unity.

TOI recognizes that offering service benefiting the citizens and taxpayers of Illinois requires the representation of diverse constituencies. Its Board of Directors is structured to accommodate that purpose, as are its respective divisions.

The organization provides leadership for the continuation and effectiveness of strong grassroots government in the state. Through education, dedication and unity, **TOI** has achieved and surpassed the goals of its founders and provides leadership for grassroots government in the 21st Century.

Subscription Rates TOI membership automatically provides a subscription for all elected township officials. Subscription rate is \$50.00 per year. Single issues are \$5.00.

Graphic Design Kingery Printing Company, Effingham, IL.

Article Submission Address all article submissions to Kayla Jeffers. **Deadline:** Copy is due by the first day of the month preceding the issue in which the article will appear. Send all article submissions to Township Officials of Illinois, 3217 Northfield Drive, Springfield, IL 62702 or e-mail kayla@toi.org. Telephone 217-744-2212 Fax 217-744-7419.

Advertising Address all display advertising and Professional Directory inquiries to Kayla Jeffers. **Deadline:** Both display and directory ads are due by the first day of the month preceding the issue in which the ad will appear. Send all ads to Township Officials of Illinois, 3217 Northfield Drive, Springfield, IL 62702. Telephone 217-744-2212.

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THE TOWNSHIP OFFICIALS OF ILLINOIS

township Perspective

Volume 26 • Number 3 April 2024



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UPCOMING EVENTS

April

Apr. 10 Lunch & Learn Webinar - Solar Projects
Apr. 17 Lobby Day - Springfield
Apr. 19 Q&A Day - Migrant Populations

May

May 10 Q&A Day
May 15 Lunch & Learn Webinar - Township Budgeting 101
May 23 Virtual District Event
May 27 TOI Closed (Memorial Day)

June

June 05 District Event - Normal
June 07 Q&A Day
June 19 TOI Closed (Juneteenth)
June 28 Professional Development Day 2

July

July 04 TOI Closed (Independence Day)
July 09 District Event - Mt. Sterling
July 17 Lunch & Learn Webinar
July 29 Township Election Seminar

August

Aug. 16 TOI Q&A Day
Aug. 21 Lunch & Learn Webinar
Aug. 27 District Event - St. Charles



Wendell Cox Report is Available for Download and Distribution

Jerry B. Crabtree

TOI Executive Director

After several rounds of edits and an in-depth look at the objective of the report, I can proudly say that the 2024 release of the Wendell Cox Report titled: *Local Government in Illinois: A Comparison of Township Government* is now available. This report is an excellent resource for townships to discuss at meetings and in the community on the value, economic benefit, and solution to many issues met by local governments across Illinois. You may consider including the contents of the report when filing the Decennial Report with the County Clerk to show the validity and efficiency of township government statewide.

Since 2020, when a constitutional amendment was rejected by Illinois voters for the establishment of a graduated income tax, Illinois continues to face challenges in raising public revenue. Illinois continues to be a state identified with the most units of local government. But no one examines the value that such governments bring or that the citizens continue to support the various units of government providing efficient and effective services. Illinois is 13th proportionately among the states in the number of local governments per million in population. The new report updates these numbers to current 2020 census rates and defends the initiatives to abolish or consolidate township government into other units of government. It has been estimated that the average property tax savings if townships were consolidated into another unit of government, is approximately 2.5 percent. This will not solve the taxation problem often referenced with targeting TOWNSHIP Government among the local governments in Illinois.

The report factors in the size of Illinois among the others referencing population—further, the large reliance on the farming industry and location of the state. The geographical areas of townships compared to other units of government provide non duplication of services. Most important is the fact that township property tax revenues have increased at a slower pace than other local governments. As outlined by this new report, from 2016

to 2021 revenues in Townships have increased by 12.9 percent compared to a 33.0 percent increase in municipalities and an 18.1 percent increase in special districts. The report continues to outline the statistical proof that township government has lower labor costs than any other unit of local government in Illinois.



The report is available on the Association's website at toi.org or by scanning the QR code. We will move the report to the Members Only section later in the year. For now, download, print, and share the report with your fellow local government officials, legislators, and interested parties. We will be sending a copy to each member of the Illinois General Assembly and promoting it throughout the remainder of 2024 at our educational events. Help us share the information provided in the report to educate others on how consolidation or elimination of township government is not always the answer.

Jerry B. Crabtree

jerry@toi.org



The Illinois Paid Leave for All Workers Act: Implications and Recommendations for Illinois Townships

Charles Y. Davis, *Brown, Hay & Stephens*

Introduction

Effective January 1, 2024, the Illinois Paid Leave for All Workers Act (the “Act”) has brought significant changes to the state’s labor laws. This Act allows workers to earn up to 40 hours of leave from work each year. Workers can use paid leave for any reason and employers may not require workers to provide a basis for their time off request. This article aims to explore the implications of this Act on Illinois townships and provide recommendations for compliance.

Accrual, Non-Accrual, and Carryover

The Act allows townships to provide workers with the time under either an accrual or non-accrual system. Under the accrual system, workers earn 1 hour of paid leave for every 40 hours they work. This means that the leave is accrued over time, rather than being granted all at once at the beginning of the year. This applies to all workers, including part-time and seasonal workers. However, employees who work fewer hours may accrue less leave time compared to full-time employees, meaning part-time employees will receive a prorated amount of leave.

In contrast, a non-accrual system, also known as frontloading, is when an employer provides a full year’s worth of leave at the beginning of the year.

In the case of an accrual system, the Act indicates that all accrued but unused paid leave must carry over from one 12-month period to the next. However, employers may establish a reasonable policy restricting employees’ ability to carry over more than 80 hours of unused paid leave.

In a non-accrual system, employers are not required to allow employees to carry over any hours from one 12-month period to the next and employees would forfeit any unused leave at the end of the 12-month period. However, employers may choose to provide a more generous policy allowing for carryover.

Employee Notice for Taking Paid Leave Time

When the use of paid leave is foreseeable, an employer may require the employee to provide 7 calendar days’ notice before the date the leave is to

begin. When the use of paid leave is not foreseeable, the employee must notify the employer as soon as practicable.

Increments of Paid Time Off

Employers may restrict the use of paid leave to increments of no less than 2 hours per day, in minimum units of 1 hour.

Effect on Collective Bargaining

The Act does not affect the terms of any collective bargaining agreement in effect as of January 1, 2024. Any bargaining agreement entered into thereafter must either satisfy the requirements of the PLAWA or explicitly waive the protections granted to workers in the Act.

Employer Recordkeeping Requirements

Employers must keep records of hours worked, hours of paid leave taken (accrued, if applicable), and the remaining balance. Records must be kept for at least three years. Employees who accrue paid leave can ask to see documentation of how the amount of leave awarded was calculated. Each employee’s current accounting of their unused balance of paid leave must be provided on their paystub or other type of regular payment statement.

IDOL’s Required Notice

The IDOL requires all employers to provide a notice to their employees about the Act. You can find the required notice on the IDOL’s website.

Fines for Violation of the Act

Employees can report employers in violation of the Act by filing a complaint with the Illinois Department of Labor (IDOL). Penalties may include \$500 to \$2,500 in fines, compensatory damages, underpayment, and equitable relief.

Recommendations for Compliance

Consult Legal Counsel

Given the complexity of the law and the potential for legal challenges, townships are urged to consult their legal counsel. Legal counsel can provide specific advice tailored to the unique circumstances of each township.

Review and Update Policies

Townships should review their existing policies and ensure they are in line with the new requirements.

Review and Update Recordkeeping System

To comply with the Act, townships should update their recordkeeping systems to track hours worked, leave taken, and leave accrual.

Educate Employees

Townships should educate their employees about the new law and their rights under it. They should make sure that employees are aware that they can use paid leave for any reason and that they are not required to provide a basis for their time off request.

Conclusion

The Illinois Paid Leave for All Workers Act represents a significant change in the state's labor laws. While it brings new benefits for workers, it also presents challenges for employers, including Illinois townships. By understanding the implications of the Act and taking proactive steps towards compliance, townships can ensure they are meeting their legal obligations while also supporting the well-being of their employees.

IDOL FAQs: <https://labor.illinois.gov/faqs/paidleavefaq.html>

Visit the TOI Download Center for the updated employee handbook.

On February 22, TOI held the first Professional Development Course of the year! The topic was "Grant Writing for Local Government Agencies" with Kristin Olson from Grants Galore.



Kristin Olson speaking to attendees.



TOI Director of Member Services Brad Ruppert welcomes attendees.



TOI Executive Director Jerry B. Crabtree greets attendees of Professional Development Course 1.



Attendees of Professional Development Course 1.

Check out our schedule of upcoming events at <https://www.toi.org/tgen-network>



Benefits of TOI Membership

Brad Ruppert

Director of Member Services

As we near the 2024 dues cycle, I thought it was important to give our loyal *Township Perspective* readers and all our members a reminder of why your Township continues to be a member of Township Officials of Illinois (TOI).

Let's start with the basics. TOI is a private not-for-profit organization that serves more than ninety-nine percent of the 1,426 townships in the state of Illinois. Eighty-five of our 102 counties operate under the township form of government. TOI was formed in 1907 as township government's liaison with state government. TOI seeks to meet the needs of townships by:

- Providing legislative monitoring and representation at the state and federal levels.
- Sponsoring educational programs for all township officials.
- Publishing the monthly *Township Perspective* magazine to keep township officials up to date on the latest news.
- Providing information and educational materials on all facets of township operations.

While those are the bigger things we manage on a yearly basis, there are smaller member benefits we provide on a daily basis. Are you working on your 2024 fiscal year budget and having some trouble? We field a myriad of calls every day answering budget questions, levy questions, road district purchasing questions, among other things.

We are available Monday-Friday from 8:00 AM to 4:30 PM answering your questions no matter how big or small. And we encourage our members to reach out to us to make sure you are doing things right. If we don't have the answer immediately, we will get back to you in a timely manner and put you in contact with someone who can better assist you, if that person is not us.

We also assist our members through letters, emails, and office consultations. We produce several educational publications, including our *Law & Duties Handbook*, that we publish every three years with our partners at Ancel Glink, Diamon, Bush, DiCianni &

Krafthefer, PC. Other publications, like our General Assistance Handbook, Directory of Township Officials, and General Assistance Handbook, are all available at <https://my.toi.org/toi-store>.

We've recently completed an overhaul of our website, my.toi.org. If you are clicking around on there, you will notice a tab on the website that says, "MEMBERS ONLY." As a TOI member, you are provided with a login and password to use the Members Only section, which features our Download Center, current and past publications like the TOI Newsletter, older *Township Perspective* magazines editions, Legislative Reports, as well as a digital copy of the TOI Laws & Duties Handbook, among others.

Does your county have a Township County organization? TOI members can always reach out if you need a speaker and myself or our Executive Director Jerry Crabtree would be honored to join you and speak to you and other elected township officials.

Township Officials of Illinois serves as an information clearinghouse to member townships and road districts, the media, state and federal elected officials, agencies, and the public as a whole. As a TOI member, you become a part of a statewide organization that speaks on your behalf with your best interest as our primary focus.

If you are a member of TOI, we thank you and value your membership. We will continue to work hard on behalf of every township throughout the state of Illinois to meet your needs, lobby on your behalf, and continue to offer educational events both in person and virtual so you can continue to be an effective elected official on behalf of the constituents that elected you.



Lunch & Learn Webinar Series

Solar Projects and Local Government

April 10, 2024 | 12 PM | 60 Minutes | \$25

Explaining the role local governments play in the development of solar energy in Illinois. A discussion about state laws, regulations, permitting, and road use agreements pertaining to solar projects in your community. In January 2023, Illinois Governor JB Pritzker signed Public Act 102-1123, which refines county's ability to regulate new commercial wind and solar energy facilities. Specifically, PA 102-1123 prohibits counties from banning or establishing moratoriums on wind and solar development. We will discuss what this means for local governments and townships in Illinois.



A native of Central Illinois, Kevin Borgia helped implement the earliest versions of the state's RPS, played an instrumental role in passing the Future Energy Jobs Act, engaged in the creation of the Adjustable Block Program, and helped develop the Climate & Equitable Jobs Act. Kevin currently lives in Chicago, where he serves as Director of Government Affairs for SunVest Solar and is excited to impact the next steps for the ABP and associated programs. His work also keeps him engaged in federal solar policy and other state's regulatory procedures. Kevin has over fifteen years of experience in renewable energy policy. He was a Public Policy Manager for regional trade group Wind on the Wires for nearly six years, and co-founder and Executive Director of the Illinois Wind Energy Association for five years previously.

Township Budgeting 101

May 15, 2024 | 12 PM | 60 Minutes | \$25

Whether you are a brand new or veteran township official, then this session is for you to get a better grasp on a better, simpler, and more productive understanding of your role in the budget process. Not only increase your knowledge of the budgeting process but learn helpful tips to make the budget process better for your township or road district.



Bryan E. Smith is a 6th generation resident of Long Creek Township, Macon County. He is a 1987 graduate of Millikin University. Bryan was employed for 35 years at the Township Officials of Illinois and was named Executive Director/CEO in 1996, only the third person in the Association's over 100-year history to serve in that position. He served for 25 years, the second longest serving CEO for the Association. He also served for 25 years as Editor of the association's magazine, Township Perspective, and a former Township Supervisor and Township Clerk. Bryan also served for 25 years representing Illinois on the National Association of Towns and Townships (NATaT) Board of Directors. He retired from the Township Officials of Illinois in 2021 and started BS Consulting where he assists townships and road districts with budgetary issues and various other issues.

Webinars are convenient, affordable, and interactive.

Visit toi.org for more information and to register!

LEGAL DISCLAIMER: The information to be provided at this webinar is provided by the Township Officials of Illinois for informational purposes only and not for the purpose of providing legal advice. It is intended to provide timely general information of interest but should not be considered a substitution for legal advice. You should contact your attorney to obtain advice with respect to any particular issue or problem. Participation in the webinar does not create an attorney-client relationship with any attorneys participating in the webinar and participants.



2024 Virtual Events Registration

____ May 23 9:00 am – 2:00 pm

Agenda

- | | |
|----------|--|
| 9:00 AM | Program Introduction
Pledge of Allegiance
Opening Comments, <i>Chris Kain, TOI President</i>
Welcome, <i>Jerry B. Crabtree, TOI Executive Director</i>
Comments, <i>Jim Donelan, TOIRMA Executive Director</i> |
| 10:00 AM | Townships Working Together, <i>Bryan Smith, TOI Consultant</i> |
| 11:30 AM | Lunch |
| 12:00 PM | Comptroller Reporting Requirements, <i>Rosanna Flores-Barbado, Illinois Comptroller's Office</i> |
| 1:00 PM | Breakout
TBD, <i>Clerks Division</i>
Paid Leave for All Workers Act, <i>Keri-Lyn Krafthefer, Ancel Glink</i> |
| 2:00 PM | Adjourn |

County _____ Township _____

Address _____

City _____ State _____ Zip _____

Names & Email of those who will attend (please print clearly):

Supervisor: _____

Township Clerk: _____

Highway Comm.: _____

Assessor: _____

Trustee: _____

Trustee: _____

Trustee: _____

Trustee: _____

Collector: _____

Other/title: _____

Registration is \$25 per person.

*Please make checks payable to the Township Officials of Illinois; mail to 3217 Northfield Drive, Springfield, IL 62702. Forms may also be emailed to kayla@toi.org. If you are paying by credit card, only Visa and MasterCard are accepted:

Name, as it appears on card: _____

Credit Card Number _____ Exp.: _____

2024 Education Events Registration



___ JUNE 5 NORMAL (DAY)

*Normal Activity and Recreation Center
600 E. Willow Street, Normal, IL 61761*

___ JULY 9 MT. STERLING (DAY)

*KC Hall
Quincy Road, Mt. Sterling, IL 62353*

___ AUGUST 27 ST. CHARLES (DAY)

*Clarke Mosquito Control and Management
675 Sidwell Court, St. Charles, IL 60174*

___ SEPTEMBER 26 WOOD RIVER (EVENING)

*Wood River Township Community Room
49 S. 9th Street, East Alton, Illinois 62024*

County _____ Township _____

Address _____

City _____ State _____ Zip _____

Contact person name, email, and phone number:

Names & Email of those who will attend (please print clearly):

Supervisor: _____

Township Clerk: _____

Highway Comm.: _____

Assessor: _____

Trustee: _____

Trustee: _____

Trustee: _____

Trustee: _____

Collector: _____

Other/title: _____

Registration is \$50 per location, per person or \$400/township for up to nine attendees. On-site registration is \$75 per person. No refunds will be given once TOI has confirmed attendance with venue.

*Please make checks payable to the Township Officials of Illinois; mail to 3217 Northfield Drive, Springfield, IL 62702. Forms may also be emailed to kayla@toi.org. If you are paying by credit card, only Visa and MasterCard are accepted:

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Senate Bills

Taylor Anderson



**Watch for
Legislative Alerts**

Anderson Legislative Consulting, Ltd.

Two years ago, SB 3 (now Public Act 100-0107) was profiled in this magazine. At the time it was discussed, it was concluded although the bill had flaws, it was a workable bill and a good faith effort to provide a comprehensive approach to consolidation usable for the whole State of Illinois.

The bill took effect January 1, 2018.

Those exact words appeared in the March issue of this magazine in 2019. At the time townships in Illinois were under attack in a misguided attempt by State legislators to lower property taxes for residents. TOI, along with all of you, fought and pushed back against that incorrect narrative. Collectively, we educated legislators and the public that statewide townships average around two percent of the property tax and how townships are the most effective at delivering services affordably. Perhaps it is the pandemic's fault but, at times, 2019 feels so very long ago. However, one would think, it isn't nearly long ago enough for legislators to have forgotten the contributions townships make to serving your collective residents. Especially not when so many townships throughout Illinois stepped up during the pandemic to provide and care for so many. But alas, here we are again.

HB 5050—Rep. Natalie Manley (D-98th)

Provides that a county board may enact a resolution or ordinance, or a county executive may issue an executive order to dissolve a district. Township road districts have been added to the definition of a district along with bridge districts, sanitary districts, drainage districts, mosquito abatement districts, or street light districts. In other words, this bill creates a process where a county board or executive could dissolve units of local government with no ability for voters to have a say in the process. The dissolution could simply be done by an act of a county board or, in counties with an Executive, by a single executive order. As terrible as some of the bills we have seen in recent memory might

have been, none of them sought to bypass voters completely like this bill does.

Although the bill mandates the county board or county executive issue a plan on how services might be impacted, the bill specifically grants that for services being discontinued the plan must only include a reason why. Meaning that there is no guarantee that the county would have to continue to maintain those services to residents. In short, a county could dissolve a road district and decide that maintaining services is too expensive and the voters who live there would not only have no ability to vote on the dissolution, but they would also lose their services as well. This issue is obviously a key one for TOI and it will take all of us working collectively to push back against it and others like it. You received a legislative alert on HB 5050 the week of March 4th.

Key Senate Bills Introduced

**SB 2751—Sen. Dan McConchie (R-26th)/
Rep. Stephanie Kifowit (D-84th)**

Amends the Counties Code, Township Code, and Illinois Municipal Code. Provides that a veteran with a disability or the veteran's caregiver shall not be charged any building permit fee for improvements to the residence of the veteran with a disability if the improvements are required to accommodate a disability of the veteran. Provides that the applications, forms, and other paperwork required to obtain a building permit must still be submitted. Limits the concurrent exercise of home rule powers. Effective January 1, 2025.

TOI Supports.

SB 2752—Sen. Dan McConchie (R-26th)

Amends the Township Assessment Officials Article of the Property Tax Code. Provides that a township assessor or multi-township assessor shall be elected as provided in the Article unless the board of trustees of a township or, in the case of a multi-township assessor, the multi-township board of trustees adopts an ordinance or resolution requiring the township assessor

to be appointed by the board. Provides that, if a board of trustees has adopted an ordinance or resolution to appoint the assessor, the township assessor or multi-township assessor shall be appointed by the board upon the expiration of the township assessor's or multi-township assessor's elected term next following the adoption of the ordinance or resolution. Makes conforming changes in the Article. **TOI Opposes.**

SB 2956—*Sen. Ann Gillespie (D-27th)*

Provides that townships in a county with a population of 500,000 or more may enter into intergovernmental agreements to provide ADA paratransit bus transportation and bus transportation for senior citizens between townships. The township providing service may apply to the Department of Human Services to receive grants to reimburse costs from the Township Bus Service Fund, a special fund that is created in the State treasury, and, subject to appropriation and as directed by the Secretary of Human Services, moneys in the Fund may be expended for reimbursement costs for ADA paratransit bus transportation and bus transportation for senior citizens between townships and for no other purpose. Amends the State Finance Act to create the Township Bus Service Fund. **TOI supports and is working with the sponsor.**

SB 2966—*Sen. Napoleon Harris (D-15th)*

Provides that, if there are 28 months or less remaining in the term of a township officer at the time of the vacancy or failure to qualify, an appointed officer shall serve for the remainder of the term. Provides that, if there are more than 28 months remaining in the term at the time of the vacancy or failure to qualify, the office shall be filled by a special election to be held at the next general election and the appointed officer shall serve until the election results are certified and the person elected at the special election is qualified (rather than a person appointed shall hold office for the remainder of the unexpired term). Provides that the compensation for a supervisor of a township in Cook County may not be increased during the term of office for which the supervisor is elected or appointed. Provides that an ordinance establishing compensation, including an increase or decrease in a supervisor's compensation, shall apply uniformly to the supervisors whose terms start after enactment of the compensation ordinance. Prohibits a township from decreasing the salary for a person elected as supervisor of a township while

maintaining the salary of an incumbent. Provides that an ordinance that violates the provisions is null and void. Effective immediately. **TOI Opposes.**

SB 3103—*Sen. Craig Wilcox (R-32nd)*

Amends the Township Code. Provides that a township may regulate commercial wind energy facilities, commercial solar energy facilities, or both. Provides that a township may use any of its zoning powers in the regulation of commercial wind energy facilities and commercial solar energy facilities and may prohibit commercial wind energy facilities, commercial solar energy facilities, or both. Provides that a township's regulations over commercial wind energy facilities and commercial solar energy facilities shall prevail over county regulations but not over municipal regulations. Defines terms. Amends the Renewable Energy Facilities Agricultural Impact Mitigation Act making conforming changes. Effective immediately. **TOI is reviewing.**

SB 3303—*Sen. Craig Wilcox (R-32nd)*

Amends the Township Code. In provisions regarding the ability of any group of registered voters to request an advisory question of public policy for consideration by the electors at the annual meeting, provides that the advisory question of public policy must be pertaining to the statutory duties of townships under the Annual Township Meeting Article of the Code. **TOI Supports.**

SB 3418—*Sen. Adriane Johnson (D-30th)*

Amends the Illinois Highway Code. Provides that a board of trustees in a county under township organization or a county organized as a commission form of government with a road district may elect or appoint a highway commissioner or clerk (rather than may appoint a highway commissioner) or contract with a neighboring township or road district (rather than contract with a neighboring township) to provide highway commissioner or clerk services. In provisions concerning a county organized as a commission form of government, removes residency requirements for a candidate to provide highway commissioner or clerk services. **TOI is working with the sponsor to address concerns.**

To review the complete legislative list that TOI is monitoring, visit the legislative page of the TOI Members Only section at toi.org.



Types of Intergovernmental Agreements

Jim Donelan

Executive Director, TOIRMA

Whether it is at regional township meetings, phone calls, or emails we have been receiving questions from our members recently pertaining to intergovernmental cooperation or townships/road districts working together. We are encouraged by our members' willingness to work together in meeting the needs of their communities and appreciate wanting to make sure it is done correctly.

Townships often partner with one another or with other local governments in performing work on roads. This may include snow removal, construction, and ongoing maintenance. As TOI's Director of Member Services, Brad Ruppert mentioned in last month's issue of *Township Perspective*, townships throughout the state are working together on oiling and chipping roads under their jurisdiction. This includes the sharing of workforce and equipment, and the joint purchasing of equipment. Cooperation is not just limited to roads. Townships often partner in with the administration of general assistance, assessing real property, maintaining cemeteries, and providing transportation to seniors.

Townships are also partnering with other units of government. Common examples include townships helping counties and municipalities with snow removal and roadwork.

Is a written agreement needed?

To help in making sure your township/road district is protected, TOIRMA recommends entering into an intergovernmental agreement ***before*** beginning. A written document, drafted by your attorney and shared with TOIRMA, will aid in making sure you are better prepared if something goes wrong.

As mentioned earlier, we are encouraged by the interest of our members wanting to work together through intergovernmental cooperation. However, please keep the following in-mind when contemplating working with another township or local government.

- (1) Contact TOIRMA ***before*** beginning. This helps ensure TOIRMA has a clear understanding of

the activity ***before*** beginning, and that proper coverage and liability questions are considered and addressed.

- (2) Work with your township attorney in drafting an intergovernmental agreement.
- (3) Share the draft intergovernmental agreement with TOIRMA ***before*** signing. This provides TOIRMA with an opportunity to review the document and make recommendations from a risk management perspective.

If my township/road district is a member of IPWMAN, is an intergovernmental agreement needed?

A common question we have been receiving lately is "if my township/road district joins Illinois Public Works Mutual Aid Network (IPWMAN) do I need an intergovernmental agreement when performing ongoing roadwork with my neighboring township/road district or city/village?" The short answer is, yes.

Intergovernmental cooperation for road projects, maintenance, or administration of programs is different than disaster assistance/responses.

IPWMAN is a mutual aid public works network designed to assist local governments, such as townships, road districts, county highway departments, and municipal public works departments in being better equipped to respond to natural disasters such as tornados, earthquakes, flooding, other major storm events, infrastructure failures, and terrorism events. IPWMAN's "*principal purpose is to provide mutual aid response and recovery assistance to each other when confronted with ***natural or man-made emergencies and disasters***.*" As an example, when an IPWMAN member experiences a disaster such a windstorm or tornado, the member makes a request to IPWMAN for assistance. IPWMAN then puts out a request to their membership for whatever assistance is needed, and the other members then decides if they are able to help.

TOIRMA has a partnership with IPWMAN and

will reimburse the initial (first year) IPWMAN membership fee for TOIRMA members who join IPWMAN. All a TOIRMA member needs to do is send us a copy of the cancelled check or paid invoice for reimbursement.

IPWMAN membership dues are inexpensive and based on population served. Annual dues for townships/road districts with a population under 15,000 will be \$100 per year, 15,001 to 75,000, \$250 per year, and a

population greater than 75,000, \$500 per year. To learn more about joining IPWMAN visit ipwman.org.

Thank you for your attention to these matters. Please remember to contact TOIRMA ***before*** beginning any joint project with another governmental unit.

As always, if you have any additional questions, please feel free to contact me toll-free at (888) 562-7861, or by email at jdonelan@toirma.org.

Think Safe... Drive Safe... Work Safe



RESOURCES YOU CAN COUNT ON!



\$90K
in mutual aid
during 2020



450+
members in
Illinois



\$2.5M
in mutual aid
since 2009



5 DAYS
free assistance
for members



70+
counties
and growing



1 CALL
for help when
disaster hits

Plus, training opportunities, scholarships, peer networking
and our annual conference!

SPECIAL OFFER FOR TOIRMA MEMBERS

**Become a member of IPWMAN and TOIRMA will reimburse
your dues for the first year!**

After the first year, annual dues are based on the population of your township.
< 15,000 = \$100 | 15,001 – 75,000 = \$250 | > 75,000 = \$500

No organization is too large or too small to help/benefit from being part of IPWMAN.
If you can spare one truck and one person, you can help—and others can help you!

IPWMAN.ORG | 844-479-6269

42ND ANNUAL LOBBY DAY



APRIL 17, 2024

Illinois State Library

300 S. 2nd Street, Springfield, IL 62701

\$75 per Registrant

Register at <https://my.toi.org/events/upcoming-events>, Download the Form at <https://www.toi.org/tgen-network>

Keynote Speakers



Emanuel "Chris" Welch
Speaker of the Illinois
House of Representatives
(D-7)

Emanuel "Chris" Welch has served as a State Representative in the Illinois General Assembly since January 2013. On January 13, 2021, Chris became the Speaker of the Illinois House of Representatives, the first Black lawmaker to hold such position. Prior to becoming Speaker, Welch served as Chair of the House Executive Committee and before that he Chaired Higher Education.

Welch is a partner in the local government law firm Ancel Glink. Prior to that, he served as a partner at Sanchez, Daniels and Hoffman, LLP from 2007 to 2018 where he represented local school districts and municipalities.

Welch is a graduate of Proviso West High School ('89), Northwestern University ('93), and The John Marshall Law School ('97). He is a 2016 inductee into the JMLS Wall of Fame.

Speaker Welch believes that "He will always find a way, or make one."



John F. Curran
Senate Minority Leader
(R-41)

John Curran was sworn in to represent the 41st District in the Illinois Senate in July of 2017. Prior to the General Assembly, he served as the Vice-Chairman of the DuPage County Board, and was a board member from 2008 to 2017. Following 19 years working as an Assistant State's Attorney in the Cook County State's Attorney's Office, Curran now works as an attorney at a private law firm in Oak Brook. He received his Juris Doctor Degree from Northern Illinois University College of Law and Bachelor of Science Degree from the University of Illinois at Urbana-Champaign. Curran and his wife, Sue, have four daughters and live in Downers Grove.



42nd Annual TOWNSHIP LOBBY DAY



It's time to join forces in Springfield for the Township Officials of Illinois' 42nd Annual Lobby Day. TOI invites you to become a part of our legislative team. Township Lobby Day allows **Township Officials** from throughout the state to meet with their legislators and others in the State Capitol to discuss matters that directly affect township government. We encourage you to call your legislators prior to April 17th to set up an appointment in Springfield.

When: Wednesday, April 17, 2024 – beginning at 11:30 am

Where: Illinois State Library (300 S. 2nd Street, Springfield, IL)

Registration: \$75

Agenda

10:30 am – 11:30 am
11:30 am – 11:40 am

11:40 am
Noon – 1:00 pm

1:00 pm – 5:00 pm
3:00 pm

5:00 pm – 7:00 pm

Registration
Welcome
Invocation
Pledge of Allegiance
Lunch
Remarks & Introduction of Speaker
Keynote Speakers
 Speaker of the House (D-7) Emanuel "Chris" Welch
 Senate Minority Leader (R-41) John F. Curran
TOI Legislative Committee Agenda
Closing Remarks
Adjourn to the Capitol Building
Group Picture (East side of the Capitol Building on the steps outside
weather permitting)
Evening Reception
*Illinois State Library
300 S. 2nd Street, Springfield, IL 62701*

**Notice:
Venue
Change**

Registration is \$75 per person which includes the day's activities, handouts, lunch, and the reception. All attendees must pay a registration fee. No refunds for cancellations after April 10, 2024.

Please indicate any special dietary restriction at time of registration. Special meals can only be accommodated if requested at least two weeks in advance of event.

Please complete and mail the form below indicating who from your township will attend TOI's 42nd Annual Lobby Day on Wednesday, April 17. **Deadline to register is April 10, 2024.**

Name	Tw./Co.	E-Mail	Township Office Held or Spouse/Guest
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PLEASE MAIL TO:
Township Officials of Illinois – LOBBY DAY
3217 Northfield Drive, Springfield, Illinois 62702

Illinois Township Attorneys Association

Annual Seminar

Attorneys &
All Township Officials
are Invited

PRESENTED AT

**Hanover Township
Senior Center
240 S IL Route 59
Bartlett, Illinois**

Thursday & Friday, May 16-17, 2024

Welcome Reception, Breakfast, and Lunch Included.

TOPICS INCLUDE

- Legislative & Case Law Updates
- Accommodating Migrant & Transgender Populations
- Recent Developments in GA, Mental Health Boards & Township Foundations
- Interrelationships Among the Road District Commissioner, the Assessor, the Supervisor, and the Town Board
- Employment Law Challenges & Best Practices
- Updates on FOIA & OMA
- Update on Upcoming Township Elections
- Generative AI for Lawyers (PR/CLE)
- The Latest on Budgets, Levies, Finances, and Audits
- Q&A Session

Official Itinerary coming soon!

Registration

To register, please fill out the form below.

For Questions Please Contact:

Mollie E. Werwas
Annual Seminar Director
mwerwas@airdowerwas.com
(312) 506-4474

SCHEDULE

Thursday

Welcome Reception 5:00-7:00 P.M.

- Elevate your seminar experience by joining us at the upcoming ITAA Seminar networking event.
- Enjoy an open bar offering a selection of craft cocktails, refreshing mocktails, and delectable appetizers!

Dine-Around 7:30 P.M.

- Gather with your clients, colleagues, and friends for an evening of culinary exploration during our networking dinner experience. While dinner is at your own expense, discover the diverse flavors and ambiance of carefully selected restaurants in the area.

Friday

Breakfast 8:00 A.M. - 9:00 A.M.

Seminar 9:00 A.M. - 4:30 P.M.

- Join us for an exciting and engaging seminar, focusing on some of the most pertinent and contentious issues facing Illinois Townships.
- Breakfast and Lunch included with registration.

Hotel Accommodations

- Secure your stay with our exclusive room block at the Chicago Marriott Northwest, conveniently located in Hoffman Estates, just 6 miles away from Hanover Township. Enjoy special rates and convenient accommodations. Reserve your room early and mention that you're with the ITAA group to take advantage of these discounted rates.

Chicago Marriott Northwest
4800 Hoffman Blvd.
Hoffman Estates, IL 60192
Call (847) 645-9500 to book!

REGISTRATION FORM

Name: _____

Township(s) represented, if any:

Name to Appear on Badge: _____

Address: _____

City, State, Zip: _____

Telephone: _____

Email: _____

Will you be attending the Welcome Reception?

Yes No

Will you be reserving a room for Thursday evening?

Yes No

Please make checks payable to:

Illinois Township Attorneys Association.

Send the completed Registration Form and check to:

Michael A. Airdo
ITAA Treasurer
Airdo Werwas, LLC
111 E Wacker Dr, Suite 500
Chicago, IL 60601
mairdo@airdowerwas.com

COST

Attorney Member - \$175
Attorney Non-Member - \$225
Township Official - \$200

**Early Registration: Register by April 15
for a \$25.00 discount!**

www.illinoistownshipattorneys.org

Get ready for Annual Town Meeting April 9

For annual meetings, the law requires that the Township Board adopt an agenda at least 15 days before the meeting. Voters may request an agenda item for consideration by giving written notice of a specific request to the Township Clerk no later than March 1, 2024 before the annual meeting. Items not on the published agenda may **NOT** be considered or added to the agenda at the meeting.

Annual Town Meeting Notice—Notice of the time and place of holding the annual township meeting shall be given by the township clerk (or in the clerk's absence, the supervisor, assessor, or collector) by posting written or printed notices in three of the most public places in the township **at least 15 days before the meeting and, if there is an English language newspaper published in the township, by at least one publication in that newspaper before the meeting.*** The notice **shall** set forth the agenda for the meeting.

Agenda—Not less than 15 days before the annual meeting, the township board shall adopt an agenda for the annual meeting. Any 15 or more registered voters in the township may request an agenda item for consideration by the electors at the annual meeting by giving written notice of a specific request to the township clerk no later than March 1 prior to the annual meeting. The agenda published by the township board shall include any such request made by voters **if** the request is relevant to powers granted to electors under the Township Code.

Additional Agenda Items—Any matter or proposal not set forth in the published agenda shall not be considered at the annual meeting other than advising that the matter may be considered at a special meeting of the electors at a later date.

Supervisor's Annual Financial Statement—It is the duty of the Township Clerk to post a copy of the supervisor's annual financial statement at the place of holding the Annual Town Meeting. This **MUST** be done at least 2 days before the Annual Town Meeting is held.

Annual Town Meeting Day—No Annual (or special) Town Meeting may begin before 6:00 p.m. The Township Clerk, if he/she is present, shall call the meeting to order. After this, the clerk shall call for nominations for a Moderator and the electors present will elect someone to serve as Moderator. Before the Moderator enters the duties of office, he/she shall take the oath of office administered by the Township Clerk (see inset box).

Please note: The Township Clerk is the **ONLY** township official acting in **ANY** official capacity at the Annual (or special) Town Meeting. Everyone else present, regardless if they are an elected official or not, are there as electors (voters) and each have an equal vote in each matter voted upon.

Voting at Annual Town Meeting—Only registered voters of the township may vote at the annual (or special) town meeting. The township clerk therefore must obtain a list of the township's registered voters from the county clerk prior to the meeting being held. This list must be used to establish who is or isn't a registered voter and able to participate in the meeting.

Minutes of Annual (or Special) Town Meeting—After a moderator is elected, the Township Clerk acts as clerk of the meeting and keeps an accurate record of the proceedings at the meeting. The minutes shall be signed by the Township Clerk and the Moderator of the meeting.

Financial Statement—It is the duty of the township clerk to read aloud **OR** provide a copy of the unaudited statement of the annual financial statement of the township supervisor to the electors at the annual town meeting.

Powers of Electors—There are many powers that the electors **MAY** take at the Annual (or special) Town Meeting. The following page lists all of those powers. You might keep this list of powers available for your annual town meeting.

****The last day to publish/post the notice was March 26, 2024.***

I do solemnly swear (affirm) that I will faithfully and impartially discharge the duties of Moderator at this Town Meeting, to the best of my ability.

The Electors Present at the Annual Town Meeting Have the Power To:

1. Take all necessary measures and give directions for the exercise of their corporate powers. (60 ILCS 1/30-25)
2. To fix the hour at which town meetings shall be held. (60 ILCS 1/30-30)
3. To spend monies for preparation of a detailed property record system. (60 ILCS 1/30-45)
4. Make orders for the purchase and sale of property. (60 ILCS 1/30-50)
5. May declare property of the township to be surplus for purposes of donating the property to a historical society or other not-for-profit corporation. (60 ILCS 1/30-53)
6. To authorize the township board of trustees to appropriate monies in excess of the sum provided in the Public Graveyards Act, for the purpose of putting any old, neglected graves and cemeteries in the township in a cleaner and more respectable condition. (60 ILCS 1/30-60)
7. Provide for the decoration and maintenance of graves of persons who at any time served in the armed forces of the United States which are within the township. (60 ILCS 1/30-65)
8. Provide space in any township building for courtroom and office use by Circuit Court. (60 ILCS 1/30-70)
9. To authorize the township board of trustees to exercise the powers conferred by the "Township Zoning Act". (60 ILCS 1/30-75). This does not apply in any county where a county zoning ordinance or resolution is in effect.
10. Offer premiums and take such action as shall induce the planting and cultivating of trees along the highways in the town and protect and preserve trees standing along or on highways, and purchase, plant, and cultivate along the streets and highways in the township. (60 ILCS 1/30-85)
11. Make rules and regulations for ascertaining the sufficiency of all fences in the town and determine what shall be a lawful fence within the town; except as otherwise provided by law. (60 ILCS 1/30-90)
12. Prohibit animals from running at large. (60 ILCS 1/30-95)
13. Establish and maintain pounds where deemed necessary. (60 ILCS 1/30-100)
14. Impound animals. (60 ILCS 1/30-110)
15. Construct and keep in repair public wells or other watering places and regulate the use thereof. (60 ILCS 1/30-115)
16. Prevent the deposit of night soil, garbage, or other offensive substances within the limits of the town. This section does apply to refuse disposal facilities regulated by the Illinois State Department of Public Health and the county in which the facilities are located. (60 ILCS 1/30-120)
17. To adopt ordinances regulating standing or parking of recreational vehicles on township roads within each township. (60 ILCS 1/30-125)
18. Declare inoperable motor vehicles a nuisance. (60 ILCS 1/30-130)
19. Authorize the licensing and regulation and direct the location of all places of business of purchasers, traders, and dealers in junk, rags, and any secondhand article, including motor vehicles, except in cities, villages, and incorporated towns in such township which, by ordinance, provide for such licensing, regulation, or places of location. (60 ILCS 1/30-135)
20. Regulate hawkers, peddlers, pawnbrokers, itinerant merchants, and transient vendors. (60 ILCS 1/30-140)
21. If a township is not included in the mental health district organized under the community mental health act, the electors may authorize the board of trustees to provide mental health services (including service for the alcoholic and the drug addicted, and for persons with intellectual disabilities) for residents of the township by disbursing funds if available by contracting with mental health agencies approved by the Department of Human Services, alcoholism treatment programs licensed by the Department of Public Health, and treatment facilities and other services for substance use disorders approved by the Department of Human Services. To be eligible to receive township funds, an agency, program, facility, or other service provider must have been in existence for more than one year and must serve the township area.
22. In counties having less than 1,000,000 inhabitants, to authorize the board of trustees to contract with one or more incorporated municipalities lying wholly or partly within the boundaries of such township, or with the county within which the township is located, to furnish police protection in the area of such township that is not within the incorporated area of any municipality having a regular police department. (60 ILCS 1/30-150)
23. Authorize contracts with county sheriff to furnish police protection in unincorporated areas. (60 ILCS 1/30-155)
24. In counties having a population of 1,000,000 or more, to authorize the board of trustees to contract with one or more municipalities in the township or with the county within which the township is located to furnish police protection in the unincorporated area of the township. The board of trustees may declare the unincorporated area of the township a special police district for tax purposes, proof of which authorizes the county clerk to extend a tax upon the special police district in the amount specified in the annual town tax levy, but not to exceed a rate of .10% of the value of taxable property as equalized or assessed by the Department of Revenue. (60 ILCS 1/30-160)
25. Authorize fire protection in unincorporated areas. (60 ILCS 1/30-165)
26. To authorize the board of trustees to contract for the furnishing of mosquito abatement services in the unincorporated areas of the township. (60 ILCS 1/30-170)
27. To authorize the supervisor to file an application for the township and all other bodies politic established by or subject to the control of the electors to participate in the Illinois Municipal Retirement Fund. (60 ILCS 1/30-180)
28. Allow for voters at the Annual Town Meeting to transfer funds from one or more funds to other or different funds, or to the general road and bridge fund or any fund raised by taxation or bonds for road and bridges. (60 ILCS 1/30-185 and 1/245-5)
29. Make all such by-laws, rules, and regulations deemed necessary to carry into effect the powers herein granted and may impose fines deemed proper, except when a fine or penalty is already allowed by law. No offense shall be classified in excess of a petty offense. (60 ILCS 1/30-190)
30. Apply all penalties, when collected, in such manner as may be deemed most to the interests of the township. (60 ILCS 1/30-195)
31. By a vote of the majority of electors present at a town meeting, the electors may authorize that an advisory question of public policy be placed on the ballot at the next regularly scheduled election in the township. The township board shall certify the question to the proper election officials, who shall submit the question in accordance with the general election law. (60 ILCS 1/30-205)
32. Adopt revised tax schedule for town purposes. (60 ILCS 1/235-5 and 1/235-10)
33. Increase tax rate for road purposes. (605 ILCS 5/6-504)
34. Tax for construction of bridge at joint expense of county and road district and obtain aid from county. (605 ILCS 5/6-508)
35. Request referendum to issue bonds for road purposes. (605 ILCS 5/6-510)
36. Petition for road or road improvements. (605 ILCS 5/6-601)
37. Request referendum to repeal special tax for road purposes. (605 ILCS 5/6-617)
38. Authorize the use of permanent road funds, general road and bridge funds, or town funds for the purpose of collecting, transporting, and disposing of brush and leaves. Allow general road and bridge or town funds to also be used for the purpose of providing disaster relief and support services approved by the township board of trustees at a regularly scheduled or special meeting. (60 ILCS 1/30-117)

Opinions

Editor's note: The following article, "Opinions" by Attorney General Roland W. Burris, was originally published in County and Township Official Vol. 53, No. 7. Since its initial publication in March 1993, the Attorney's General Office has not changed its opinion on this topic.

Questions often arise at township educational conferences concerning the use of road district equipment and manpower to maintain or improve private property. If these questions are a valid reflection of past practices, then it appears that it has not been uncommon for township highway officials, for example, to plow snow from private driveways or to repair private roads and culverts in their district. Although such acts may seem innocent in isolation, and are almost sure to increase a township highway commissioner's popularity among the constituents who are so benefitted, careful consideration should be given to the potential legal ramifications which may result from a commissioner's decision to provide with assistance to private interests.

Article VIII, section 1(a) of the Illinois Constitution of 1970 provides:

"(a) Public funds, property, or credit shall be used only for public purposes."

In **O'Fallon Development Company v. City of O'Fallon** (1976), 43 Ill. App. 3d 348, **appeal after remand**, 71 Ill. App. 3d 220, the court discussed this section of the Constitution with reference to an advertisement for a private commercial development which had been painted on the city's water tower. The court stated, at pages 354-355:

Article VIII, section 1(a) of the Illinois Constitution of 1970 provides that "Public Funds, **property**, or credit shall be used only for public purposes" (emphasis added). While it is clear that the State and units of local government can lend their credit and resources to private entities so long as a public purpose is thereby served (see, e.g., **Cremer v. Peoria Housing Authority**, 399 Ill. 579, 78 N.E.2d 276 (1948); **Poole v. City of Kankakee**, 406 Ill. 521, 94 N.E.2d 416 (1950)), it is clear that public funds and property cannot be devoted to a purely private purpose. ***

We believe the crucial test is whether the attempted use of the municipal property subserves the public interest and benefits a private individual or corporation only incidentally. If the private benefits are purely incidental to the public purposes of the act, then article VIII, section 1(a), of the Illinois Constitution is not violated. ***

***"

Consequently, in examining the propriety of any use made of road district equipment or labor, the initial inquiry must be whether the use serves a primarily public purpose. Although incidental private benefits will not destroy the character of an otherwise public project, public property or funds may not be used if the primary benefit is not to the public. The following hypothetical may help to illustrate these principles:

Assume, for example, that a highway commissioner decides to widen and improve a township road which serves a commercial development because of increased traffic usage. The resulting improvement in traffic conditions may benefit the commercial enterprises nearby, but the private benefit is clearly incidental to the public benefit from the improvement, which is the enhanced safety and convenience of the traveling public. If, however, the commissioner agrees to improve a private access drive to the development, the private benefits would far exceed those realized by the public, if any, since the private developers would be relieved of the cost and liability of the improvement, while the public, which has no unconditional right to the use of the private drive, would bear that cost. Such an expenditure would clearly violate the principle set forth in article VIII, section 1(a) of the Constitution. The same is true of any similar project involving private property, whether the beneficiary is a local constituent, a church, or the highway official himself.

No penalty is provided in the Constitution for the misuse of public funds or property. A violation of the constitutional mandate, however, may give rise to a prosecution under either section 9-8.1 of the Township Law

of 1874 (Ill. Rev. Stat. 1991, ch. 139, par. 90.1), which penalizes township officers for malconduct or misfeasance in the discharge of their duties, or section 33-3 of the Criminal Code of 1961 (Ill. Rev. Stat. 1991, ch. 38, par. 33-3), which prohibits a public officer or employee from performing any act which he or she is forbidden by law to perform. The former is a business offense for which a fine of up to \$1000 may be imposed; the latter constitutes a Class 3 felony, which carries a penalty of two to five years imprisonment plus a fine up to \$10,000. A conviction for either will also result in a forfeiture of office. Thus, it may be seen that misuse of public property or funds can lead to significant penalties.

I must note, however, that circumstances may arise in which a technical violation of the Constitution may appear to occur, but which would not warrant the imposition of a penalty. For instance, a township highway commissioner may be asked to plow a private driveway during a blizzard in order to allow rescue workers to evacuate a seriously ill person to a hospital. Such humanitarian acts truly serve a fundamental public purpose, that being the protection of life, health, and welfare. Therefore, in a situation in which life or health may be jeopardized by inaction, I do not believe that the Constitution will be deemed to have been violated, because the provision of such services is basic to the purposes for which government has been established.

The following is Article VIII Section 1 in full as seen in the Illinois State Constitution, sourced from: <https://ilga.gov/commission/lrb/con8.htm>

ARTICLE VIII

FINANCE

SECTION 1. GENERAL PROVISIONS

- (a) Public funds, property, or credit shall be used only for public purposes.
- (b) The State, units of local government, and school districts shall incur obligations for payment or make payments from public funds only as authorized by law or ordinance.
- (c) Reports and records of the obligation, receipt, and use of public funds of the State, units of local government, and school districts are public records available for inspection by the public according to law.



TOI Members Only Section

Dues Paying Members of TOI get instant access to our Members Only Section



 Visit Website

toi.org

- Electronic access of Township Perspective
- Full length legislative reports
- Electronic access to the 2022 Laws & Duties handbook (with purchase)
- And More!







Township Officials of Illinois

2024 Education Sponsor Packages

November 11, 12, 13, 2024

The 2024 Annual Conference Sponsor, Exhibit, and Advertising packages provide value added recognition to Township Government officials & employees and ensure you will receive high visibility and exclusive company brand awareness. Several different levels of sponsorships are available to meet your marketing needs. **Join our “Building for Tomorrow” team!!!**

Platinum Sponsor

\$5,000

A Brief Snapshot of Benefits

Before Conference

- Exclusive one full page feature article and advertisements in the TOI monthly magazine
- Sponsor of one 2024 TOI Training Program
 - Exhibit, presentation, and marketing
 - Two complimentary training program registrations

During Conference

- Two premium adjoining exhibit booths
- Three full conference registrations
- Exclusive video presentation
- Recognition on signage, slideshow, and remarks
- Full page advertisement in conference program
- Conference mobile app push notification and rolling advertisement

After Conference

- Sponsor of one 2024 TOI Training Program
 - Exhibit, presentation, and marketing
 - Two complimentary training program registrations
- Company logo and link on TOI website for one year

Gold Sponsor

\$3,000

A Brief Snapshot of Benefits

Before Conference

- Exclusive one 1/2 page feature article and advertisements in the TOI monthly magazine
- Sponsor of one 2024 TOI Training Program
 - Exhibit, presentation, and marketing

During Conference

- One premium exhibit booth
- Two full conference registrations
- Recognition on signage, slideshow, and remarks
- One 1/2 page advertisement in conference program
- One conference mobile app rolling advertisement

After Conference

- Sponsor of one 2025 TOI training program, includes:
 - Exhibit, presentation, and marketing
- Company logo and link on TOI website for one year

Silver Sponsor

\$1,500

A Brief Snapshot of Benefits

Before Conference

- Advertisements in the TOI monthly magazine

During Conference

- Recognition on signage, slideshow, and remarks
- One 1/4 page advertisement in conference program
- One conference mobile app push notification

After Conference

- Company logo and link on TOI website for 1 year

Bronze Sponsor

\$750

A Brief Snapshot of Benefits

Before Conference

- Advertisements in the TOI monthly magazine

During Conference

- Recognition on signage, slideshow, and remarks

After Conference

- Company logo and link on TOI website for one year

For full benefits information TOI Sponsorship, visit toi.org or contact Diane Mathis via email diane@toi.org or by telephone at 217-381-2626. For general questions, contact the TOI Office at 217-744-2212 or visit the TOI website at toi.org.



Township Officials of Illinois

2024 Education Sponsor Packages

November 11, 12, 13, 2024

Welcome Reception with Exhibitors

\$3,000 Monday, November 11, 2024

A Brief Snapshot of Benefits

The exhibit hall welcome reception is a popular action-packed event that opens the conference.

Before Conference

- One 1/4 page feature article and one 1/4 page advertisement in the 2024 TOI monthly magazine

During Conference

- One premiere exhibit booth
- Two full conference registrations
- Cocktail napkins with company logo at reception
- Special recognition on signage, slideshow, and remarks
- One 1/2 page advertisement in conference program
- One conference mobile app push notification

After Conference

- Company logo and link on TOI website for one year

Lunch with Exhibitors

\$3,000 Tuesday, November 12, 2024

A Brief Snapshot of Benefits

Lunch with the exhibitors! A complimentary lunch is provided to all registered attendees.

Before Conference

- One 1/4 page advertisement and one 1/4 page feature article

During Conference

- One premiere exhibit booth
- Two full conference registrations
- Special recognition on signage, slideshow, and remarks
- One 1/2 page advertisement in conference program
- One conference mobile app push notification

After Conference

- Company logo and link on TOI website for one year



Breakfast in the Exhibit Hall

\$3,000 Tuesday, November 12, 2024

Keynote Speaker

\$2,000 Tuesday, November 12, 2024

A Brief Snapshot of Benefits

Help "kick off" our conference, and sponsor our Special Guest Keynote Speaker.

Before Conference

- One 1/4 page advertisement in the 2024 TOI monthly magazine

During Conference

- Introduction by the TOI president, followed by sponsor introduction of keynote speaker
- Special recognition on signage, slideshow, and remarks
- One 1/4 page advertisement in conference program
- One conference mobile app push notification

After Conference

- Company logo and link on TOI website for one year

Cocktails & Evening Entertainment

\$2,000 Tuesday, November 12, 2024

A Brief Snapshot of Benefits

An evening of fun after dinner on your own and before you "call it a night" stop for a nightcap and terrific entertainment!

Before Conference

- One 1/4 page advertisement and one 1/4 page feature article in the TOI monthly magazine

During Conference

- One premiere exhibit booth
- Special recognition on signage, slideshow, and remarks
- Cocktail napkins with company logo at event
- One 1/2 page advertisement in conference program
- One conference mobile app push notification

After Conference

- Company logo and link on TOI website for one year

Annual Awards Breakfast

\$2,500 Wednesday, November 13, 2024

A Brief Snapshot of Benefits

This popular event starts out the morning with a delicious plated breakfast and time to recognize and honor our 2024 award winners!

Before Conference

- One 1/4 page advertisement and one 1/4 page feature article in the TOI monthly magazine

During Conference

- One premiere exhibit booth
- Special recognition on signage, slideshow, and remarks
- One 1/2 page advertisement in conference program
- One conference mobile app push notification

After Conference

- Company logo and link on TOI website for one year

For full benefits information TOI Sponsorship, visit toi.org or contact Diane Mathis via email diane@toi.org or by telephone at 217-381-2626.

For general questions, contact the TOI Office at 217-744-2212 or visit the TOI website at toi.org.



Township Officials of Illinois

2024 Education Sponsor Packages

November 11, 12, 13, 2024

Lanyards

\$1,500

A Brief Snapshot of Benefits

All registered attendees will receive a lanyard with their name badge. Your logo is displayed throughout the entire conference!

Before Conference

- Recognition in TOI magazine

During Conference

- Sponsor logo on all conference lanyards
- Recognition on signage, slideshow, and remarks
- Advertisement in conference program

After Conference

- Company logo and link on TOI website for one year

Tote Bags

\$2,000

A Brief Snapshot of Benefits

All registered attendees receive a conference tote bag. Sponsor the tote bag and your logo is prominently display – “a walking advertisement!”

Before Conference

- Recognition in TOI magazine

During Conference

- Sponsor logo on all conference tote bags
- Recognition on signage, slideshow, and remarks
- Advertisement in conference program

After Conference

- Company logo and link on TOI website for one year



Charging Stations

\$750

Exhibit Booth Pricing/Advertisement Pricing

Our exhibit hall is the center of the conference activity, assuring a volume of attendee traffic. Check out these great new activities! Breakfast, lunch, breaks, and a reception are held in the exhibit hall. Exhibit Hall Opening Reception is an exclusive event scheduled to “kick off” the conference Sunday evening.

All exhibit booths include: • 2 company representatives • 8' skirted table • 2 chairs and identification sign • Incentive “game” requiring all participants to visit each booth for drawings and prizes. *Additional booth representatives can be added for an additional \$150.00 each.*

All exhibit booth representatives are welcomed to attend all educational sessions and non-ticketed special events. Ticketed events can be purchased at registration. Early Bird rates for exhibit booths prior to May 1, 2024.

Single Booth 10'x8'

Member: \$500

🕒 Early Bird Rate: \$450 (Registration & payment prior to May 1, 2024)

Non – Member: \$700

🕒 Early Bird Rate: \$650 (Registration & payment prior to May 1, 2024)

Government Agency: \$475

🕒 Early Bird Rate: \$425 (Registration & payment prior to May 1, 2024)

Double Booth 20'x20'

Member: \$950

🕒 Early Bird Rate: \$900 (Registration & payment prior to May 1, 2024)

Non – Member: \$1,350

🕒 Early Bird Rate: \$1,300 (Registration & payment prior to May 1, 2024)

Government Agency: \$900

🕒 Early Bird Rate: \$850 (Registration & payment prior to May 1, 2024)

Conference Program

Full Page: \$300 8.5"X5.5"

Half Page: \$175 4.25"X5.5" or 8.5"X2.75"

Third Page: \$100 2.83"X5.5" or 8.5"X1.83"

Quarter Page: \$75 2.13"X5.5" or 8.5"X1.38"

Conference Tote Bag

\$300 Send your company brochure (quantity of 700) to TOI for insertion in the conference tote bags. Price is per (700) inserts.

Conference App

Rolling Ad: \$125 (*Limited Availability*)

Push Notifications: \$50 (*Limited Availability*)

For full benefits information TOI Sponsorship, visit toi.org or contact Diane Mathis via email diane@toi.org or by telephone at 217-381-2626. For general questions, contact the TOI Office at 217-744-2212 or visit the TOI website at toi.org.

MEDICAL ASSISTANCE CATASTROPHIC INSURANCE PROGRAM

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www.maciprotect.org

- download forms
- product info
- request customer service

Attention to all township Supervisors and Trustees!

It is time to enroll in the Medical Assistance Catastrophic Insurance (MACI) Program!

There is **no increase** in premium this year and please keep in mind that your premium **can be paid by GA funds**.

There continues to be a great deal of uncertainty regarding the Statute (305 ILCS 5/5-1.3) Sec.5-1.3. It says even when a G.A. Recipient is on Medicaid, the State is the payer of last resort. If townships have to pay medical expenses for G.A. Recipients including those on Medicaid, your area of responsibility and liability grows.

Many of your fellow supervisors have protected their townships against the possibility of a large G.A. medical claim. Such a claim could wipe out your assets and bring your township to financial ruin.

Some townships have already experienced the benefit of this protection in the form of paid G.A. claims.

REMEMBER – whether or not you have a G.A. recipient today, the statute says it is your responsibility to provide medical assistance to a G.A. recipient. ***Don't believe it will never happen to me – because never can happen any time.***

Your township should have already received a MACI Enrollment informational postcard to consider participation in this program that has provided so many townships like yours – peace of mind.

Please make this an agenda item for your next township meeting.

Townships currently enrolled in the MACI Program will receive their Renewal Invoice mailing mid-April.

If you have any questions, please contact either of these MACI representatives:

Rhonda Kallenborn

Phone: (312) 261-9257

E-mail: rkallenborn@alliedbenefit.com

Steve Barrett

Phone: (800) 540-6566 (Toll-free)

E-mail: maciprotect@gmail.com



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WOULD
BE A
GOOD
TIME TO
CONSIDER
THIS AN
AGENDA
ITEM!**



GARY KOSNOFF
Principal

Office: (224) 257-4077
Cell: (847) 533-1587

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Chuck Layer



President, Township Supervisors of Illinois
Supervisor, Blackhawk Township, Rock Island County

APRIL—daylight lasting a little longer, temps staying a little warmer, and green starting to take hold. April 1st is the start of most townships' fiscal year. April also brings our Annual Town Meeting (ATM). The ATM will be held on April 9th this year, starting no earlier than 6:00 p.m. Remember that the Clerk is the only one who acts in an official capacity at the ATM.

With the start of the fiscal year comes the adoption of the budget and appropriation ordinance. The ordinance must be adopted before or within the first three months of the fiscal year. The tentative budget must be prepared and made available for inspection at least 30 days prior to the budget hearings. The last day to conduct budget hearings and adopt township and road district budgets is June 30th. A quick reminder about the Statement of Economic Interest—elected officials must file a Statement of Economic Interest with the county clerk. This is due by May 1st of each year. Be sure to check your Township and Road District Calendar in the back of the *Perspective* issue. The staff at Township Officials of Illinois (TOI) do a wonderful job of keeping abreast of everything that needs to be done throughout the year.

The start of the year brings the beginning of Educational Workshops. The Township Supervisors

of Illinois (TSI) has scheduled our events for this year. **This year again TSI has geared its events for both Supervisors and Trustees.** Actually, we welcome any and all elected officials. This year the morning agenda will touch on elections and township hot topics, the afternoon session will cover some areas of Visual GA. Also, the Supervisors Board of Directors have voted to lower this coming year's dues to \$30. New this year on our registrations—**Buy One Get One FREE!**

May 31 Collinsville
June 21 Rockford
July 19 Bloomington
August 9 Rock Island

The Township Officials of Illinois have also scheduled their events: Normal—June, Mt. Sterling—July, St. Charles—August, Wood River (evening)—September. There are several opportunities to make it to an Educational Event this year—I hope to see you all at least at one of these events this year.

This month also includes our LOBBY DAY. Lobby Day will be on April 17th this year. If this is something that you have never attended, consider it. A great chance to visit your Legislators at work. If you have never been to the State Capital, here is your chance. Our Legislators need to hear our voices on the bills that we approve and those that we oppose. **It is up to us** to keep them informed on how, why, and where we stand on current legislation.

Hope to see you at an event this year... That's it for now...

STAY TOWNSHIP STRONG

Please note in the March issue of Township Perspective, the incorrect dates for the TSI Zone Meetings were printed. The above are corrected dates and locations.

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Willa (309) 231-4556

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TOWNSHIP SUPERVISORS OF ILLINOIS and TRUSTEES' DIVISION 2024 EDUCATIONAL WORKSHOPS



- May 31 DoubleTree Hotel, 1000 E. Port Plaza Drive, Collinsville *NEW LOCATION!*
- June 21 Radisson Hotel, 200 S. Bell School Road, Rockford
- July 19 DoubleTree Hotel, 19 Brickyard Drive, Bloomington
- August 9 Bally's Quad Cities, 777 Bally Boulevard, Rock Island

Program Agenda

8:30 a.m.	Registration and Coffee
9:00 a.m.	Welcome, Introduction, TOI & TOIRMA Update
9:30 a.m.	Elections – Primary & Caucus - Jim Donelan & Chuck Davis
10:30 a.m.	Break
10:45 a.m.	Current Topics – John Redlingshafer
11:45 a.m.	Ask a Township Official
Noon	Lunch
1 - 3 p.m.	Visual GA – NJS Enterprises

**FEE: Advance Registration \$40.00 \$50.00 Registration at door
NEW THIS YEAR! - BuyOneGetOne FREE!**

Printed materials guaranteed to registered participants only.

Please check one:

_____ May 31 _____ June 21 _____ July 19 _____ August 9

Advance Registration Form

Must be received two weeks before event

Name/Township Position _____

BOGO Name/Position _____

Address _____ City _____

Zip Code _____ Phone Number _____

Township/County _____ E-mail _____

Make checks payable to Township Supervisors of Illinois

Mail form and fee to:

Sue Brokaw

1039 Lake Avenue, Woodstock, IL 60098



Pam Bruner



Vice President, TOI Clerks Division

We preserve the history of our Township as it happens.

Well, the weather has been an adventure. We should begin to see temperatures normalize as we begin the busy season of planting and preparing and meeting all the various deadlines of Township government.

We have the Annual Town Meeting coming up. By now you should have your agenda approved by the board. If you are a paid dues member of TOI, you can access a great download "The ATM & the Clerk" on the TOI website.

To give you the basics of the ATM: you must publish/post 15 days before the ATM the notice of the ATM. The ATM cannot start before 6:00 p.m. The township Board must approve the agenda at least 15 days before the ATM. The Clerk must post the Supervisor's annual financial statement at the location of the ATM at least 2 days prior to the ATM. Do not forget to request from the County Clerk a current list of registered voters in the township. Non-voters may join the meeting at any time during the ATM, but they may not partake in voting during the ATM.

The Township Clerk is the only official acting in their capacity as an elected official during the meeting. Township Board members may attend, but they have no direct authority during the ATM.


The Clerk has the opportunity to make the ATM about the voters. You can do a press release, ask a guest speaker from the community to come, give awards to township residents that volunteer in your community, ask a scout troop to present colors. Take the opportunity to include your community in your ATM.

Make sure you are prepared to check in attendees at the meeting. Supply copies of the ATM agenda, Supervisor's financial reports, previous year's ATM minutes, annual reports of other officials, staff, departments, and copies of resolutions that may be called during the meeting. Remember, this is a wonderful time to show transparency to your community about how your Township operates. It is a privilege to serve our


communities and make sure they know it.

You should have received your Township Clerks of Illinois 2024 dues form. Please make sure you are updating your information and send it in with your payment. The processing of the dues and checks is delayed when we do not receive all the correct information. If you use a bill paying service, please email your updated information. Please note remit to information has changed. Remember to update this as well.


If you have a question or suggestion, please send it to me. Email me at clerk@cordovatownship.com, write me at PO Box 311, Cordova, IL 61242, or call 309-533-1307.





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July 30th Township Election Seminar



Sponsored by the Clerks Division

Northfield Inn, Suites & Conference Center

3280 Northfield Drive, Springfield, IL 62702

Agenda

8:30 AM

Registration

9:00 AM

Opening Remarks, *Chris Kain TOI President*

9:15 AM

Welcome, *Jerry B. Crabtree TOI Executive Director*

9:30 AM

Welcome, *Katy Dolan Baumer Township Clerks Division President*

9:45 AM

Overview of Program and Materials, *Brad Ruppert Director of Member Services*

10:00 AM

Local Elected Officials and Consolidation Election 2025, *Illinois State Board of Elections*

11:30 AM

Lunch

12:00 PM

Running a Caucus, *Bryan E. Smith*

1:15 PM

Township Legal Discussion of Election Procedures, *Ross Secler OMF Law Firm*

2:30 PM

Adjourn

County _____ Township _____

Address _____

City _____ State _____ Zip _____

Names & Email of those who will attend (please print clearly):

Supervisor: _____

Township Clerk: _____

Highway Comm.: _____

Assessor: _____

Trustee: _____

Trustee: _____

Trustee: _____

Trustee: _____

Collector: _____

Other/title: _____

Registration is \$50 per person or \$400/township for up to nine attendees. On-site registration is \$75 per person. No refunds will be given once TOI has confirmed attendance numbers with venue.

*Please make checks payable to the Township Officials of Illinois; mail to 3217 Northfield Drive, Springfield, IL 62702. Forms may also be emailed to kayla@toi.org. If you are paying by credit card, only Visa and MasterCard are accepted:

Name, as it appears on card: _____

Credit Card Number _____ Exp.: _____



Craig Smith



**President, Township Highway Commissioners of Illinois
Highway Commissioner, DeKalb Township, DeKalb Co.**

Fellow Highway Commissioners, Spring has arrived, and we have already started working on our projects for the summer.

For me this includes my always changing list of culverts to replace, ditches to clean, and roads to repair. I think a lot of times we forget how easy it is to overlook our signs. Our signs notify our residents and everyone else travelling on our roads that we are out here repairing our roads. It's easy to forget to put up a barricade to notify people that a road is closed, or a road is down to one lane.

I come from a township with a lot of traffic, and recently I find myself spending more time informing the public of upcoming work than the time it takes to

do the work, but I feel it's all worth it. We live in an information age where everyone has a phone or a vehicle informing them to change their route to avoid heavy traffic or an accident or a road closure. This causes people more times than not to end up on roads they may never have been on before, many times township roads. We need to notify these people if the road is closed or only has one lane open or even if we are mowing the right of ways.

I always slow down when I see people working on the roads. I always feel it's easier if I know what's ahead and signs inform us. It only takes a few minutes to put out a sign, and all the people travelling on your roads will be happier for it. No matter how few people you see traveling on the road you are working on, it only takes one to make a good day turn bad.

I hear people say, "I don't have signs," or "I don't have the money for signs." My suggestion is to borrow them or to budget for them. I lend out signs to any Road Districts that ask for them. If our roads are safe, isn't that what we are here to do? Make township roads the safest and the best roads in Illinois.

Save the Date

**WCIHCA Summer Seminar
June 11-12 | Macomb, IL**

**THCOI Summer Seminar
August 12-14 | East Peoria, IL**

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Education/Election/ Township Clerk

Deb Lane

CIAO-I Multi-Township Assessor
Meriden, Ophir, Troy Grove Twp., LaSalle Co.

The 66th Annual IPAI State Conference is April 7-12, 2024 at the Marriott Hotel & Conference Center, Normal, IL. Sign up today, and get your continuing Assessor education and training; their website is ipaieducation.org.

With the Primary Election behind us and voting this fall, reminds me that a year from now the Township Election will be April 1, 2025. Petitions are usually available in September. They are to be filled out and returned to your Township Clerk or County Clerk if you are a Multi Township Assessor, with a *Certificate of Educational Qualification*. This you applied for and obtained from IDOR, after the applicant has met their qualification requirements (35 ILCS 200/2-50). This certificate must be filed with your nomination papers or when you participate in a caucus.

Candidates must apply for the certificate no later than 30 days prior to filing their election paperwork with their local election authority. Assessors, you do not have to wait until 30 days prior, you can apply for the certificate now.

The certificate is required whether the assessor is elected, appointed, or contracted. To apply for the certificate, complete *Form PTAX-1176 Certification Application for elected, appointed, or contracted Assessors*.

If you are not filing election papers but may be appointed or contracted for a jurisdiction, you are required to have a certification paper for each Township or Multi Township that you are eligible to be appointed or contracted in that jurisdiction. Clerks, this certification is required, make sure you have filed a copy.

After the last census, there will be Assessing Districts and Qualifications changed. Starting January 1, 2026, there will be 34 new MTAD's and 48 changes in qualifications. IDOR pre-appointment and pre-election education requirements are different from CIAO maintenance requirements.

Education is required for an Assessor position, which is covered under (35 ILCS 200/2-80) expenses and office needs.

Over the next few months, I will be writing on other topics for the upcoming election.

On the lighter side, I was in Florida after Christmas and was at a friend's house and met her father. We started talking, and somehow Township Government came up—probably talking about where I work. After a bit, he said he is a Township Clerk, John Seibert, Jr. from Florence Township, Will County. Small world, isn't it?



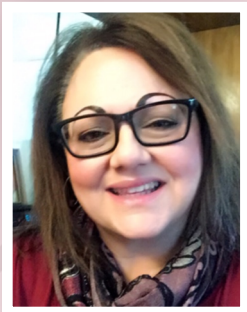
Florence Township (Will Co.)
Township Clerk John Seibert, Jr.
and Meriden, Ophir, Troy Grove
Townships (LaSalle Co.) Multi-
Township Assessor Deb Lane.

Township Clerks are very important to me. They are the keeper of records and retention of records, post meeting dates and agendas, take meeting minutes, files the Budget, Annual Financial Statement and Levy. They handle all the mail, copy, and attest all expenditures. I'm sure Clerks have more duties, but these are the major ones. And

this year, they are the Local Election Official for the Township. Multi Township Assessors go to the County Clerk to pick up and file their election papers.

In a Multi Township Assessing District, the Township Clerk is also on the Multi Township Assessing District Board. This Board consists of one Clerk and one Supervisor from each Township. I have (3) Townships; therefore, I have (6) Board Members. After being sworn in to their elected office, at their first MTAD meeting, the Board selects one person to be the Chairperson, Clerk, and Treasurer. They are in that position for their (4) year term, but they can change positions on the MTAD Board after 2 years (35 ILCS 200/2-20). Township procedures are followed by the MTAD, but they are their own Taxing District.

If you have an idea for an article, please let me know. You can email me at dlane@udnet.net, or regular mail to Box 54, Troy Grove, IL 61372 or call me at cell 815-343-2127.



Tina Houdek

President, AITCOY

A Message from the President

The next AITCOY Business Meeting will be held on Thursday, May 23, 2024 from 10:00 a.m. to 12:00 p.m. at Ela Township. The township will be hosting a networking lunch following the meeting, as well as hosting a workshop from 1:00 p.m. to 3:00 p.m. AITCOY is currently in the planning stages for this event, and I would encourage all of you to visit our website at www.aitcoy.org for up to date information. AITCOY workshops will be offered in person and virtually. As always, if there is a subject that you may be interested in learning more about, AITCOY can assist by planning a workshop around that subject. Please feel free to contact me at thoudek@hanover-township.org.

With high school graduation around the corner, I wanted to remind you that AITCOY is accepting applications for our undergraduate scholarship. Fields of studies include social work, counseling, parks and recreation, human services, and other degrees targeted in youth and families. We are offering a \$500.00 undergraduate scholarship. The deadline is May 17, 2024. For further information and applications forms please visit our website. Please feel free to share this information with your community.

Also, if you have not renewed your membership for 2024, please visit our website at www.aitcoy.org to complete your application. If you have never been a member of AITCOY please do not hesitate to reach out to me so that I can share with you how AITCOY can benefit you and your township. We continue to offer information and resources that can assist in serving, reaching, and responding to youth and families in your township. I can be reached at thoudek@hanover-township.org or by phone 630-483-5799.

Happy Spring!
Tina Houdek

Did You Know?

Did you know... that for teens, it is sometimes normal to feel overwhelmed? Below is some information regarding "A Teen's Guide to Finding Balance."

Stress is an inevitable part of life, especially during the teenage years when you're juggling school, friendships, family, and personal growth. It's normal to feel overwhelmed at times, but it's essential to recognize when stress starts to affect your well-being. Remember, you're not alone in this journey, and there are ways to manage stress effectively.

It's crucial to identify what triggers your stress. Is it school deadlines, social pressures, or family expectations? Understanding the root causes can help you develop strategies to cope better. Whether it's talking to a trusted friend, journaling your thoughts, or seeking professional help, finding healthy outlets to express and process your emotions is essential.

Prioritize self-care. Take time for activities that recharge your batteries, whether it's listening to music, practicing mindfulness, or engaging in physical exercise. Prioritizing sleep and nutrition also play a significant role in managing stress. Remember, taking care of yourself isn't selfish—it's necessary for your overall well-being.

Learn to embrace imperfection and set realistic goals. You don't have to excel in everything, and it's okay to ask for help when needed. Break tasks into smaller, manageable steps, and celebrate your progress along the way. Remember, you're resilient and capable of overcoming challenges. With patience, self-compassion, and a proactive approach, you can navigate through stress and emerge stronger than ever.

Submitted by Sara Marx, Ela Township





Lakeela Jennings



President, ITAGAC

There is still time to join us for our third annual conference on April 18th, 2024. It will be held in East Peoria from 8:30 a.m.–4:00 p.m. There will be amazing speakers throughout the day, along with breakfast and lunch provided. Hope to see you there! Send information (name of township, address, email address, as well as names and emails of attending participants) and payments to **Mary Jo Imperato, ITAGAC Treasurer c/o Hanover Township, 7431 Astor Avenue, Hanover Park, IL 60133**. For more information regarding this event and other news please feel free to reach out to any of the members in the Association.

Spring is upon us, and it is exciting to see the flowers grow and have nice weather once again. Spring is also the time many residents are faced with utility bill shut-off notices and disconnections. The Low-Income Home Energy Assistance (LIHEAP) Program helps households avoid being shut off. The program is still of service to income qualified customers until August 31st, 2024, or until funds exhaust. This year they are paying equally to both gas and electric bills. Also, as told by Marie Dade at our January workshop, The Salvation Army works with Nicor in assisting with gas bills as well. They have Nicor Sharing, that may help with up to \$500 towards past due balances; Energy Aide, which will help with up to \$350; and Shield of

Caring, that may assist with up to \$250 (apply online at shieldofcaring.org). Check with your local Salvation Army Service Extension. There are so many wonderful organizations that can assist our communities.

Speaking of spring, it is now a perfect time to get into action to clean/clear up anything that may hold your residents/clients back for opportunities and second chances. When an applicant or client has a criminal background, it becomes challenging to find employment. Individuals with backgrounds can have their records expunged or sealed, increasing their chance to find employment. Expungement and sealing are two different options that remove records from public view. As General Assistance Caseworkers, learning more about the expungement process in Illinois will be beneficial for many residents seeking employment as well as opening doors for any other opportunities. Visit <https://osad.illinois.gov/expungement/expungement-and-sealing-general-information.html> for more information as well as filing requirements.

To renew your membership or to join, please complete the form below. Please send all payments to Mary Jo Imperato, ITAGAC Treasurer c/o Hanover Township, 7431 Astor Avenue, Hanover Park, IL 60133.

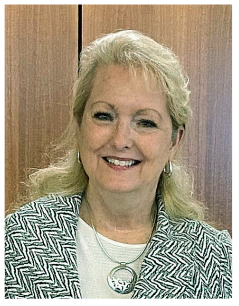
Thank you as always for assisting residents in need. Please stay safe!

To become a member, please mail payment to:

Illinois Township Association of General Assistance Caseworkers
c/o Mary Jo Imperato, Hanover Township, 7431 Astor Avenue, Hanover Park, IL 60133

- ☐ Yes, we want to be a member. My \$50.00 check is enclosed for 2 caseworkers.
☐ Yes, we want to be a member. My \$100.00 check is enclosed for 3 or more caseworkers.
☐ No, I do not wish to join, but please keep me on your mailing list.

_____	_____
Name	Township
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Support Groups:

A great resource for Township residents

Lynnadah Easterwood Lahey

Director of Senior & Disability Services, Wheeling Township

Townships and the many support/care services they offer benefit residents in times of change, need, and crisis. Offering and facilitating a meaningful support group (or allowing an organization to use your space to run one) can provide a Township with another opportunity to provide a highly specialized level of support to its residents.

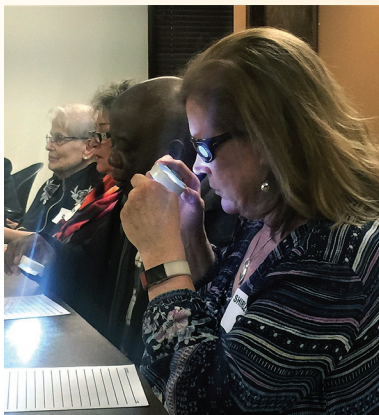
Whether facing a major illness or recovering from a disruptive life challenge, participation in support groups brings people together in a way like no other type of program—by providing a safe zone and the realization that you are not alone.

Many ITASCSC members offer or facilitate support groups in their Townships. For example, Schaumburg Township has a very vibrant and active deaf social/



support group, Diabetes group, and Alzheimer's Caregiver support group. We at

Wheeling Township offer both an Alzheimer's Caregiver support group and a Visually Impaired/Low Vision support group. Other Townships have support groups for everything from anxiety and anger management to yoga for cancer survivors and Parkinson's.



Becky Cordes, Director of Senior & Disability Services for Schaumburg Township, says of their Diabetic support group, "This group is important to the community as it allows members to gain support and information about

living with a significant health challenge. They realize they're not alone."

The key to offering a support group is to first determine a need. Wheeling Township's VIP visually impaired support group grew organically: a senior citizen with newly diagnosed vision loss brought the subject of a support group up to the Senior Services Director in 2000, and much to everyone's surprise, it was discovered that there were very few visually impaired support groups in Chicago's northwest suburbs at that time. Hence the genesis of the Township's VIP group—a group still thriving with 45 members some 24 years on. When COVID struck, group members all learned how to Zoom (many for the first time!), and the group just kept going.



To help illustrate how important a support group can be, I asked one of Wheeling Township's visually impaired group members, Ruth, why she participates: "Many years ago I'd been diagnosed with rapidly progressive macular degeneration and was losing my sight. I was terrified and didn't know how I was going to cope. At 77, I found this group and it changed my life. I realized I'm not alone, and that others in the group struggle with basic tasks too. We all share ideas and suggestions on how to simplify basic tasks. Even on

Zoom, we have medical speakers, group support, and product demonstrations. I may miss other things, but never these meetings.”

Support groups run the gamut from informal drop-in sessions, to more formal presentations run by an outside facilitator. Some are very casual and more social in structure, while others follow an agenda with topics and specific goals. You need to ‘read the room,’ as is said, with regard to what’s important for those who need the support.



If you are interested in starting a support group at your Township, here are a few things to consider:

What is the need? First question to ask is: why start a group? Are you aware of a trend in your community? Have residents come in looking for information? Who and what are you trying to target? What specific need are you trying to address—what would be the group’s purpose? No group will succeed without a specific mission. Do your homework and see if there might be something similar also offered in your area first.

Who would facilitate? Are you simply willing to offer meeting space to a group that already exists, or do you want the Township to run the group? Best to determine the amount of time you’re willing to offer; this may play a role in clarifying whether an internal candidate runs the group or an outside facilitator should be sought. Again, do your homework. Too many of the same type of group in an area can water down the attendance.

Short-term or long-term? Is there a specific issue people need help with, or do you intend on this being a long-term, ongoing group? Or, if more of a support class, would the group run for a certain number of sessions? Would there be a charge to attend?

What type of structure? If you’re choosing to run the group yourself, does a staff member have the time and skill to successfully run it? Do you want it to be



casual or structured? Speakers or just socialization? Who chooses the topics/speakers, and what is the mission of the group? How often would the group meet, for how long, and where? Would food

or refreshments be offered? Do people need to register; would attendance be mandatory, etc.

Who may join? You need to determine whether attendees can simply ‘drop in’ or whether a reservation is needed. What determines whether someone may join the group? Could family members participate? Would the group stop accepting new members at a certain number and become a closed group? Would there be any cost to participants?

Rules? As groups evolve, the need for ground rules is imperative. They establish boundaries and keep order in a group, as does choosing the right facilitator. Any successful support group offers members a ‘safe space’ in which to share their feelings and concerns.

Marketing/Publicity. Finally, once all your decisions have been made and you’re ready to launch the group, publicizing it is essential. Leverage all available media and local connections, especially your local library or senior center. If the group is health-related, perhaps liaising with local doctors’ offices or hospital would be a good fit. Don’t give up too quickly, sometimes it may take a little time until word-of-mouth helps to also spread the word.

For more information about ITASCSC (Illinois Township Association of Senior Citizen Services Committees), visit us at itascsc.net. If your Township offers services to seniors—or would like to start—and isn’t a member of ITASCSC yet, complete a membership application (available in the Forms section on the website) and submit it with your payment. Get access to members-only resources and the opportunity to work alongside a great network of professionals serving older adults! If you have questions, reach out to ITASCSC President Becky Cordes at Schaumburg Township: 847-884-0030, ext. 2020.

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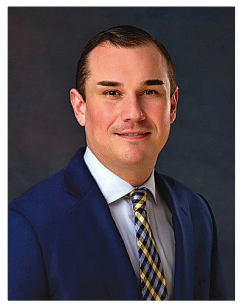
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Department Met its Burden Under the Freedom of Information Act

Steve Judge

Judge Law, LLC

In the recent case of *Chicago Recycling Coalition v. The City of Chicago Department of Streets and Sanitation*, 2024 IL App (1st) 220154, the Appellate Court upheld the decision of the circuit court in a FOIA dispute. The lawsuit stemmed from CRC's complaint alleging violations of the Freedom of Information Act (FOIA) in relation to records concerning the City of Chicago's recycling program.

The background of the case outlined the structure of Chicago's recycling program, which operates across six zones. The Department collaborates with Lakeshore Recycling Services and Waste Management for recycling collection in four zones, while managing collection in the remaining two zones itself. Additionally, the Department authorizes third-party private haulers to collect recycling materials from larger residential and commercial buildings.

The dispute arose when CRC requested specific records related to the City's recycling program through FOIA. The requested records included information on recycling activities, contamination data, and mileage traveled by garbage and recycling trucks. While the Department provided some responsive records, it claimed it did not possess the requested mileage data.

CRC subsequently filed a complaint, alleging that the Department failed to produce nonexempt public records, perform an adequate search, and willfully violated FOIA. However, the circuit court granted summary judgment in favor of the Department.

Upon appeal, the Appellate Court affirmed the circuit court's decision, indicating that CRC's complaint did not warrant overturning the ruling. The ruling emphasizes the importance of transparency and access to public records, while also underscoring the responsibilities of government entities in responding to FOIA requests.

Cross-Motions for Summary Judgment

CRC moved for partial summary judgment on counts I and II of its complaint. The organization contended that the Department's record production

was deficient and that the Department failed to demonstrate a satisfactory search for the requested documents. Specifically, CRC highlighted discrepancies in the submission of annual reports by third-party private haulers, citing FOIA obligations incumbent upon the Department. Despite CRC's assertions, the Department cross-moved for summary judgment, refuting CRC's claims and asserting that it had fulfilled its obligations under FOIA.

The Department supported its position with affidavits from Chris Sauve, the Department's deputy commissioner. Sauve's testimony detailed the Department's reliance on third-party private haulers for annual reports and clarified the process of collecting contamination data. Despite CRC's challenges, the Department maintained that it had provided all relevant records within its possession.

Ultimately, the circuit court delivered a mixed ruling. While it granted summary judgment in favor of the Department regarding the third-party private hauler reports, citing adequate search efforts, it ruled in favor of CRC concerning residual rate and contamination data. The court found the Department's failure to produce its own data or clarify search efforts as grounds for CRC's victory on this aspect of the case.

Motions to Reconsider

The Department, in its motion, contended that it had fulfilled its obligations under FOIA by providing all responsive records within its possession, as affirmed by affidavits from its deputy commissioner, Chris Sauve. Additionally, the Department argued that since its affidavits remained uncontradicted, it did not violate FOIA. CRC, on the other hand, countered by asserting that the Department failed to justify its non-production of requested data, emphasizing its right to request underlying data beyond reports generated by the Department.

In response to CRC's motion to reconsider, the Department defended its stance, asserting that FOIA

compliance pertains to records in existence and within its possession at the time of the request, dismissing potential fines for non-compliant third-party private haulers as irrelevant to its FOIA obligations.

Despite CRC’s efforts, the circuit court denied its motion to reconsider but granted leave to file a surresponse regarding CRC’s request for residual rate and contamination data. CRC, supported by an affidavit from Carter O’Brien, argued that such data, generated by private entities, remains within the Department’s control and subject to FOIA disclosure. However, the circuit court ultimately granted the Department’s motion to reconsider, ruling in favor of the Department’s compliance with FOIA obligations regarding CRC’s request for residual rate and contamination data.

Analysis

The standard for summary judgment in FOIA cases emphasizes the need to determine whether there is a genuine issue of material fact and whether the moving party is entitled to judgment as a matter of law. The court clarified that cross-motions for summary judgment do not automatically eliminate the existence of material facts but indicate a mutual acknowledgment that only a question of law remains.

One key aspect of the case involved missing third-party private hauler reports, which CRC argued should be considered public records subject to FOIA. While the Department did not dispute this, it asserted that its search for these reports was adequate, shifting the burden to CRC to provide evidence of their existence.

Despite CRC’s arguments, the court found the Department’s search reasonable and concluded that FOIA does not obligate a public body to compel third-party entities to create and submit records.

Another issue concerned CRC’s request for residual rate and contamination data. The Department maintained that it did not compile or maintain such data, a claim supported by affidavits. CRC argued that the Department could obtain the data from third-party sorting facilities, but the court found CRC’s arguments lacking in evidence and ultimately upheld the Department’s position.

Conclusion

The Appellate Court affirmed the circuit court’s judgment, highlighting the importance of understanding FOIA’s scope and limitations. The ruling underscores the nuanced nature of FOIA interpretation and the need for clarity in determining public agencies’ obligations to disclose information to the public.

The case serves as a valuable precedent for future FOIA disputes, emphasizing the importance of thorough searches for requested records and providing insights into the boundaries of FOIA compliance for public bodies.







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Monee Township

Monee Township (Will Co.) Senior Committee distributed almost 200 lunches on February 14th for their free Valentine's Drive Through Lunch.



Limestone Township

Limestone Township (Peoria Co.) honored Gary Oliver who retired after 15 years of service.



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FOR SALE



The Mason County Highway Department will be accepting sealed bids on a used 1993 CAT 436B 4x4 Backhoe with 3,028 hours. The backhoe includes a Balderson Bucket & Extend-a-hoe.

All equipment will be sold on an "AS IS" condition basis with no warranty or guarantee of equipment condition or performance. All sales are final. The terms of the sale are cash or good check once the highest bidder is determined.

The 1993 used CAT Backhoe may be viewed by appointment at 29890 CR 1150N, Mason City, IL 62664. Call (309) 696-6682 to schedule an appointment.

All bids must be received by 4:00 p.m. April 25, 2024, at the Office of the County Engineer, 1164 East Laurel Avenue, Havana, IL. The sealed bids will be opened on April 26, 2024, at 9:30 a.m. in the office of the County Engineer, 1164 East Laurel Avenue, Havana, IL 62644.

The Mason County Road & Bridge Committee reserves the right to reject any or all bids and waive irregularities therein.

Mason County Highway Department

FOR SALE



2017 Case SV280 Skid Steer with 78" Case General Purpose Bucket
VIN # JAFSV280EHM429565 Serial # NHM429565
544.6 hours on meter

Min. Bid \$35,000

This equipment is sold "As-Is" with no warranty or guarantee of the equipment.

All bids must be in by May 9th at 2:00 p.m. to:
Plainfield Township Highway Department
22525 W Lockport Street, Plainfield, IL 60544
at which time the bids will be opened

For more information contact:

Doug Shreve, Hwy Commissioner Cell: 331-431-2126

FOR SALE



1999 HTC 1200 Tailgate Belt Conveyor with reversing valve & hydraulic leveler

Serial # IG03794127

Min. Bid \$500.00

This equipment is sold "As-Is" with no warranty or guarantee of the equipment.

All bids must be in by May 9th at 2:00 p.m. to:
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For more information contact:

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or for more information.**

Township and Road District Checklist

2024 Township Calendar

Checklist dates are now available on the Events Calendar at toi.org

04/01/24	Fiscal Year Starts*	50 ILCS 330/3	First day of fiscal year for most townships, road districts, and MTADs. However, board can change the fiscal year.
04/01/24	Notice of Meetings (Open Meetings Act)	5 ILCS 120/2.02	Board must post public notice of its schedule of regular meetings at the beginning of the fiscal year or calendar year. The notice shall state the regular dates, times, and places. Make schedule available to any news outlet that has filed an annual request for such notice.
04/01/24	Monthly Report to County Engineer	605 IL CS 5/6-201.13	Within 30 thirty days after issuing warrants the highway commissioner reports to the county engineer a list of such warrants showing where money is spent, for what purpose, and the amount expended. Use DCEO Form #39 or design own form. Report is due each month.
04/07/24	Financial Statement	60 ILCS 1/70-15	Clerk posts a copy of the Supervisor's Annual Financial Statement at the meeting room two days before annual town meeting. The clerk no longer has to read the statement aloud as long as copies are made available.
04/08/24	Financial Statement	60 ILCS 1/70-15	Supervisor files Annual Financial Statement with the clerk. Although the law states that the statement shall be prepared within 30 days before the annual town meeting, it must be completed to enable the clerk to post it 2 days before the annual town meeting. Use DCEO Form #6 or your own form. Statement is not required to be published in a newspaper.
04/08/24	Highway Commissioners Report	605 ILCS 5/6-201.15	Highway commissioner in single township road district must prepare an annual report to the board of trustees within 30 days before the annual town meeting. Use DCEO Form #38 or your own form. Report is not required to be published in a newspaper.
04/08/24	Annual Accounting	60 ILCS 1/70-30	Supervisor accounts to board for all money received and disbursed during fiscal year. Accounting must be within 30 days before the annual town meeting.
04/09/24	Annual Town Meeting	60 ILCS 1/30-5	The Annual Town Meeting shall be held on the second Tuesday of April. Meeting must be after 6:00 p.m. Whenever this date conflicts with the celebration of Passover or Ramadan, the township board may postpone the annual town meeting to the first Tuesday following the last day of Passover or Ramadan.
04/30/24	District Treasurer's Report*	605 ILCS 5/6-205	Last day for road district treasurer to submit an itemized statement of receipts and disbursements to highway commissioner. Statement must be submitted within 30 days from end of the fiscal year. Use DCEO Form #37 or your own form. Statement is not required to be published in a newspaper.
05/01/24	Statement of Economic Interest	5 ILCS 420/4A-101 5 ILCS 420/4A-105	Elected and certain appointed officials must file a Statement of Economic Interest with county clerk by May 1st of each year. Persons appointed to fill vacancies must also file statements at time of appointment.

05/30/24	Budget Notice*	50 ILCS 330/3 60 ILCS 1/80-60	Last day to publish a notice announcing budget hearings and that the tentative budgets are available for inspection. Separate township and road district notices must be published at least 30 days before hearings in a newspaper published in the township. If there is no township newspaper, post in five of the most public places in township.
05/30/24	Budget Inspection*	50 ILCS 330/3 60 ILCS 1/80-60	Last day for clerk to make tentative budgets available for public inspection. Tentative budgets must be prepared and made available for inspection at least 30 days before hearings. It is the duty of clerk to arrange for the public hearings.
06/30/24	Budget Hearing & Adoption*	50 ILCS 330/3 605 ILCS 5/6-501	Last day to conduct budget hearings and adopt township and road district budgets. Budgets may be adopted before or during the first quarter of the fiscal year. (Do not adopt at the annual town meeting.) The township budget may be adopted at the public hearing. The road district budget shall be adopted at the public hearing.
07/30/24	Budget Filing*	35 ILCS 200/18-50	Last day to file certify budget and revenue sources with county clerk if budget is adopted at end of June. Must be filed with county clerk within 30 days of adoption. Therefore, filing deadline varies with the date of adoption. Clerk certifies the budget and supervisor certifies the revenue sources.
09/27/24	Fiscal Responsibility Report Card*	35 ILCS 200/30-30	Last day to file Fiscal Responsibility Report Card; shall submit within 180 days of the conclusion of the fiscal year. The Annual Financial Report meets this requirement. See reference above.
09/27/24	Comptroller's Report*	50 ILCS 310/3 50 ILCS 310/6	Last day to file Annual Financial Report with state comptroller's office and county clerk. Must be filed within 6 months from end of fiscal year. The report also serves as the Fiscal Responsibility Report Card.
09/30/24	Annual Treasurer's Report Completed*	30 ILCS 15/1	Last day for the supervisor to prepare combined Annual Treasurer's Report for township and road district. Report must be completed within 6 months from end of fiscal year, sworn to and filed with county clerk.
09/30/24	Annual Treasurer's Report Published*	30 ILCS 15/2 60 ILCS 1/70-30	Last day to publish Annual Treasurer's Report in an English language newspaper. Must be published within 6 months from end of fiscal year and filed with county clerk's office. Supervisor must provide each board member with copy of report as soon as possible after filing. However, such publication requirement shall not apply to any county funds or county offices or funds or offices of other units of local government when an audit of such funds or offices has been made by a certified public accountant and a report of such audit has been filed with the appropriate county board or county clerk and a notice of the availability of the audit report has been published one time in an English language newspaper published in the town, district, or municipality in which that public officer holds his or her office, or, if no newspaper is published in such town, district, or municipality, then in a newspaper printed in the English language published in the county in which that public officer holds his or her office. The notice of availability shall include, at a minimum, the time period covered by the audit, the name of the firm conducting the audit, and the address and business hours of the location where the audit report may be publicly inspected.

09/30/24	Audit	50 ILCS 310/6 60 ILCS 1/80-20	Last day for townships to file CPA audit with state comptroller's office and county clerk. Townships receiving revenues of \$850,000 or more for a fiscal year, exclusive of road district funds, must have CPA audit within 6 months from end of fiscal year. Townships receiving revenues of less than \$850,000 for a fiscal year, exclusive of road district funds, may have a 3-member independent audit committee instead of CPA audit. Committee audit must be filed with county clerk within 6 months from end of fiscal year. CPA audit required at end of supervisor's term or if vacancy occurs anytime in the position of supervisor.
09/30/24	Audit	50 ILCS 310/6	Last day for road districts to file CPA audit with state comptroller's office and county clerk. Road districts receiving revenues of \$850,000 or more for a fiscal year must have a CPA audit within 6 months from end of fiscal year.
11/02/24	Multi-Township Assessing District Salaries	60 ILCS 1/65-5	Last day for multi-township assessing districts to set the salaries for multi-township assessors and MTAD board members. Must be set at least 150 days before the election.
11/03/24	Notifying Township Central Committee of Reporting Caucus Time/Location	60 ILCS 1/45-10	Last day the township clerk shall notify the chairman or membership of each township central committee by first class mail of the chairman's or membership's obligation to report the time and location of the political party's caucus.
11/04/24	Notifying Multi-Township Central Committee of Reporting Caucus Time/Location	60 ILCS 1/45-25	Last day the multi-township clerk shall notify the chairman or membership of each multi-township central committee by first-class mail of the chairman's or membership's obligation to report the time and location of their political party's caucus.
11/13/24	Notifying Township Clerk of Caucus Time/Location	60 ILCS 1/45-10	Last day each chairman of the township central committee shall notify the township clerk by first-class mail of the time and location of their political party's caucus.
11/14/24	Notifying Multi-Township Clerk of Caucus Time/ Location	60 ILCS 1/45-25	Last day each chairman of the multi-township central committee shall notify the multi-township clerk by first-class mail of the time and location of their political party's caucus.
11/20/24	Township Official Salaries	50 ILCS 145/2	Last day for township boards to set salaries for all township officials for the new term of office. Must be set at least 180 days before the new term of office begins.
11/23/24	Publishing Caucus Notice	60 ILCS 1/45-10	At least 10 days before the caucus, the township board must publish notice of the time/location for each party caucus. The township publication deadline is Saturday, Nov. 23, 2024. The notice must be published in a newspaper of general circulation in the township.
11/23/24	Publishing Multi-Township Caucus Notice	60 ILCS 1/45-25	At least 10 days before the caucus, the multi-township central committee must publish notice of the time/location for each multi-township caucus. The multi-township publication deadline is Sunday, Nov. 24, 2024. The notice must be published in a newspaper of general circulation in the multi-township district.
12/03/24	Township Caucus	60 ILCS 1/45-10	Must be after 6:00 p.m.
12/04/24	Multi-Township Assessing District Caucus	60 ILCS 1/45-25	Must be after 6:00 p.m.

12/11/24	Last Day to Determine Tax Levy for Truth in Taxation	35 ILCS 200/18-60 35 ILCS 200/18-70	Last day for board of trustees to determine (estimate) property tax levy to comply with Truth in Taxation law. Highway commissioner determines levy for road district. Must determine levies at least 20 days before adoption. Basis for 5% computation and whether notices and hearings are necessary.
12/24/24	Last Day for Truth in Taxation Notice	35 ILCS 200/18-80	Last day notice of Truth in Taxation hearing can appear in newspaper. Notice must be in newspaper not more than 14 days or less than seven days prior to date of hearings.
12/31/24	Last Day to Hold Truth in Taxation Hearing, Adopt & File Tax Levies	35 ILCS 200/18-90	Last day to hold Truth in Taxation hearing, adopt and file township and road district certificates of levy, tax levies and Certificate of Compliance for Truth in Taxation law with county clerk.

*Assumes fiscal year begins April 1

All dates re: Public Hearings for BUDGET and APPROPRIATION ORDINANCES are dates often used by many townships and road districts. Many townships and road districts adopt their budgets in February or March before their fiscal year begins. You do, however, have until the end of the first quarter of the fiscal year to hold your hearings and adopt the budget.

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Wet Kits



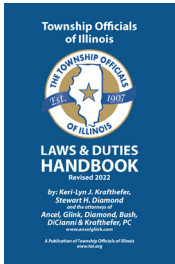
Van Packages



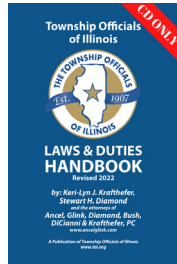
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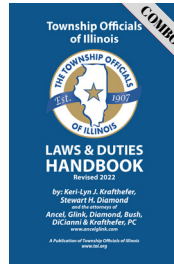
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2022 Laws & Duties
\$35



2022 Laws & Duties CD
\$30



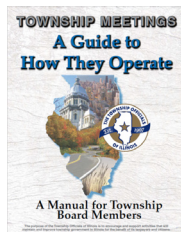
2022 Laws & Duties
Combo
\$45



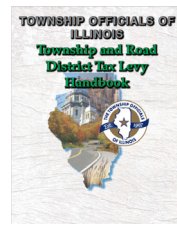
What's My Job?
\$5



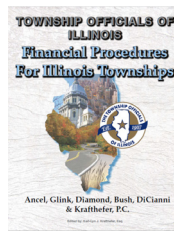
2021-2025 TOI Directory
\$50



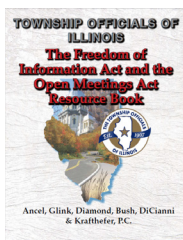
Township Meetings: A
Guide to How They
Operate
\$15



Township and Road
District Levy Handbook
\$15



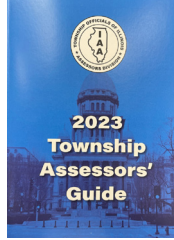
Financial
Procedures for
Illinois Townships
\$15



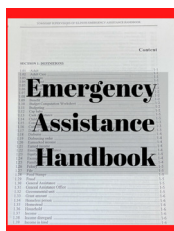
FOIA & OMA
Resource Book
\$15



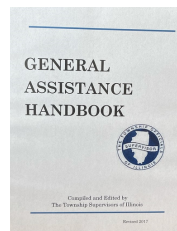
Desk Reference Set
\$45



2023 Township
Assessors' Guide
\$20



Emergency Assistance
Handbook
\$40



General Assistance
Handbook
\$150

Clerks Handbook

☐ Handbook & CD - \$50

☐ CD only - \$25

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Clerks of Illinois**

Mail form and check to:
Katy Dolan Baumer
Hanover Township Clerk
250 S. State Route 59
Bartlett, IL 60103

Questions? Call Clerk Katy at (312) 215-5577 or e-mail her at
kdolanbaumer@hanover-township.org

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Name: _____

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City: _____ Zip: _____

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IN MEMORIAM

Russell Josh, 77, of Sycamore died February 1. He was currently serving as Trustee of Sycamore Township (DeKalb Co.). Russell served on the TOI Board of Directors 1993-1995.

William Acton, 94, of Henning died February 8. He was a former Township Clerk of South Ross Township (Vermilion Co.)

James Donze, 82, of Pontiac died February 7. He was a former Trustee and Supervisor of Amity Township (Livingston Co.)

Jim Ellison, Jr., 76, of Belleville died February 21. He was the former Supervisor of Stookey Township (St. Clair Co.)

Galen Gockel, 91, of Oak Park died January 21. He was a former Assessor of Oak Park Township (Cook Co.)

William Gossett, 89, of Wheaton died March 4. He was a former Supervisor of Swan Township (Warren Co.)

Jeanette Harbin, 75, of Beardstown died February 19. She was currently serving as Township Clerk of Beardstown Township (Cass Co.)

Glen Mayhall, 83, of Camargo died February 6. He was a former Trustee of Murdock Township (Douglas Co.)

Gerald Rice, 81, of Manteno died December 17, 2023. He was a former Highway Commissioner of Rockville Township (Kankakee Co.)

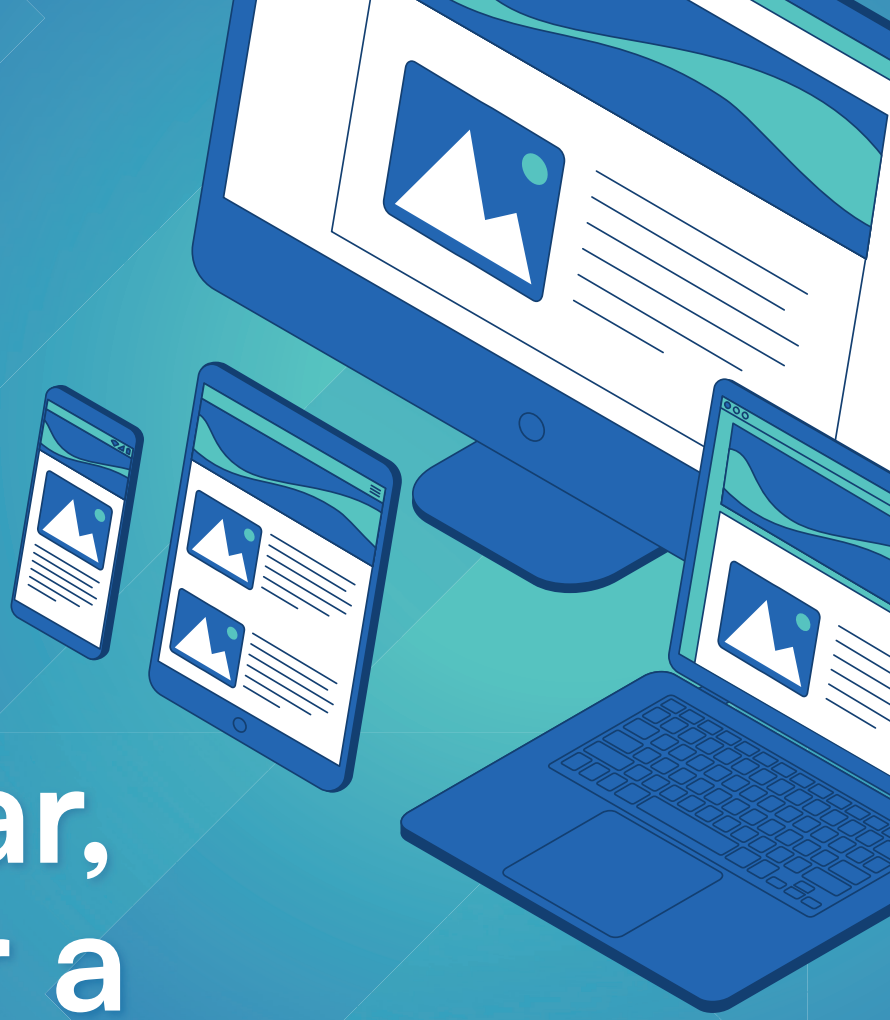
Norman Richard, 86, of Normal died February 14. He was a former Highway Commissioner of Towanda Township (McLean Co.)

William Simkins, 82, of North Henderson died February 16. He was a former Highway Commissioner of North Henderson Township (Mercer Co.)

Jack Smith, 91, of Paxton died March 6. He was a former Trustee of Button Township (Ford Co.)

Rodney "Rock" Yuskis, 78, of Warsaw died February 17. He was a former Trustee of Rocky Run-Wilcox Township (Hancock Co.)





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